

# CITY OF LA CRESCENT

## AGENDA REGULAR MEETING JULY 26, 2021 5:30 P.M.

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CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL  
ACTION TO CHANGE AGENDA

### **1. CONSENT AGENDA**

All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- 1.1 MINUTES – JULY 12, 2021
- 1.2 BILLS PAYABLE THROUGH JULY 22, 2021
- 1.3 CASH BALANCE/ACTIVITY REPORT – APRIL 2021
- 1.4 LIBRARY REPORT – APRIL 2021
- 1.5 CASH BALANCE/ACTIVITY REPORT – MAY 2021
- 1.6 LIBRARY REPORT – MAY 2021

### **2. PUBLIC HEARING**

### **3. ITEMS FOR CONSIDERATION**

- 3.1 MnDOT LIMITED USE PERMIT RESOLUTION
- 3.2 ADOPT A DRAIN STORMWATER PROGRAM
- 3.3 CARBON FREE ENERGY RESOLUTION
- 3.4 PERSONNEL COMMITTEE RECOMMENDATIONS
- 3.5 COMMISSION RESIGNATIONS/APPOINTMENTS
- 3.6 PROPOSAL TO UPDATE PARK & RECREATION PLAN
- 3.7 ICE ARENA PROJECT CHANGE ORDER
- 3.8 TEMPORARY ON-SALE LIQUOR LICENSE
- 3.9 APPLEFEST PARADE REQUEST
- 3.10 NEIGHBORS NIGHT OUT 2021
- 3.11 PUBLIC INFORMATIONAL MEETING

**CITY OF LA CRESCENT**  
**AGENDA**  
**REGULAR MEETING**  
**JULY 26, 2021**  
**5:30 P.M.**

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**4. UNFINISHED BUSINESS**

4.1

**5. MAYOR'S COMMENTS**

5.1 COVID-19 REVIEW

**6. STAFF CORRESPONDENCE/COMMITTEE  
UPDATES**

6.1 PARK & RECREATION MINUTES – JULY 20, 2021

6.2

6.3

**7. CORRESPONDENCE**

7.1

7.2

7.3

**8. CHAMBER OF COMMERCE**

8.1

**9. ITEMS FOR NEXT AGENDA**

**10. ADJOURNMENT**

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MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
JULY 12, 2021

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of July was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, July 12, 2021.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson, Cheryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller, City Attorney Skip Wieser, City Engineer Tim Hruska via Zoom, and City Administrative Assistant Angie Boettcher.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

**ITEM 1 – CONSENT AGENDA**

At this time, the Mayor read the following items to be considered as part of the Consent Agenda for this regular meeting:

- 1.1 MINUTES – JUNE 28, 2021
- 1.2 BILLS PAYABLE THROUGH JULY 8, 2021

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

**A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.**

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cheryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

**ITEM 3.1 – WILDWOOD STORMWATER PROJECT**

City Attorney Wieser reviewed with City Council correspondences received from the property owners at 812 and 818 Wildwood Court, a drawing of the proposed improvement, and the Settlement Agreements and Releases for each property regarding the Wildwood Stormwater project. City Attorney reviewed proposed changes to the Settlement Agreements. It was recommended to City Council to approve the Settlement Agreements and Releases, and to amend the 2021 general fund budget to include this expenditure. Following discussion, Member Williams made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO APPROVE THE SETTLEMENT AGREEMENTS AND RELEASES FOR 812 AND 818 WILDWOOD COURT REGARDING THE WILDWOOD STORMWATER PROJECT, AND TO AMEND THE 2021 GENERAL FUND BUDGET TO INCLUDE THIS EXPENDITURE.**

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and Member Teresa O'Donnell-Ebner voted against the same. The motion was declared duly carried by a 4-1 vote.

**ITEM 3.2 – 2021 STREET PROJECT BID RESULTS**

City Engineer Hruska reviewed with City Council the bid results for the 2021 Street Project which includes the reconstruction of Spruce Drive between South 7<sup>th</sup> and South 11<sup>th</sup> Street, and Balsam Avenue. The City Council has already adopted a reimbursement resolution for the project, with the intent of including the project costs in the 2022 street reconstruction bond. In order to proceed with the project, it was recommended to City Council to accept the low bid from Zenke, Inc. in the amount of \$274,486.40, and to amend the 2021 general fund budget to reflect the expenditure. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner, as follows:

**MOTION TO ACCEPT THE LOW BID FROM ZENKE, INC. IN THE AMOUNT OF \$274,486.40 FOR THE 2021 STREET PROJECT, AND TO AMEND THE 2021 GENERAL FUND BUDGET TO REFLECT THE EXPENDITURE.**

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

**ITEM 3.3 – PLANNING COMMISSION MINUTES – JUNE 29, 2021**

City Attorney Wieser reviewed with City Council the Minutes from the June 29, 2021 Planning Commission Meeting. The Planning Commission's first recommendation to City Council was to approve a district rezoning change for Horse Track Meadows West from R-3 Multi-Family Residential to R1-A Low Density Residential, with the following Findings of Fact:

1. The request to rezone is a reasonable request and is permitted by the zoning ordinance.
2. The request to rezone is in harmony with the general provisions and intent of the zoning ordinance and consistent with the goals of the 2016 Comprehensive Plan and general policies of the City of La Crescent.
3. The property commonly referred to as the "Horse Track Meadows" or "Racetrack" and "Horse Track Meadows West" was annexed by the City in September 2016 in order to make sure future development was done in the City.
4. In July 2019, the City of La Crescent approved an amendment to its Sewer Conveyance Agreement with the City of La Crosse to provide municipal sewer to the Horse Track Meadows property.
5. The rezoning is in response to a general change in market. Multifamily development is being satisfied with other developments within the City.
6. The 2016 Comprehensive Plan identified few lots available for construction within the City. Granting the rezoning will meet an identified need for additional lots within the City for continued growth of the City.
7. The adjacent surrounding land uses are compatible with the rezoning request.

Following discussion, Member Williams made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO APPROVE THE DISTRICT REZONING CHANGE FOR HORSE TRACK MEADOWS WEST FROM R-3 MULTI-FAMILY RESIDENTIAL TO R1-A LOW DENSITY RESIDENTIAL AND TO ADOPT THE FINDINGS STATED ABOVE AND AS STATED IN THE JUNE 29, 2021 PLANNING COMMISSION MINUTES.**

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

City Attorney Wieser also reviewed with City Council the Planning Commission's second recommendation that the Preliminary Plat for Horse Track Meadows West with proposed conditions of approval and findings of fact be approved. City Council also reviewed a correspondence from WHKS recommending revisions to the conditions of approval and findings of fact. The following revised conditions of approval and findings of fact were presented to City Council:

Conditions of Approval:

1. The special assessments imposed on Lot 54, plus interest, will be paid in full prior to recording, and approval of the final plat.
2. Development Agreement be in place to the satisfaction of the City Attorney, City Administrator, City Engineer, and City Council requiring the developer to install the improvements. Development Agreement should address the following:
  - A. Developer's engineering estimate for the utility and road extension ("Utility Plan").

- B. Drainage easements to be identified on plat-it appears utility easements are drainage easements.
  - C. Financial guarantee for the benefit of the City in the amount of 115% of the utility extension and road extension estimates. See 13.17B
  - D. Two (2) year Developer Warranty on improvements from date of City acceptance.
  - E. Improvements to be dedicated to the City.
  - F. Construction observation to be included in Developer agreement. WHKS to provide estimate for construction observation with cost paid by Developer or specially assessed.
3. That plat be joined in by any mortgagee of record, or alternatively Lot 54 be released from any existing mortgage.
  4. Stormwater Pollution Prevention Plan approved by the City Engineer. Drainage calculations need to be submitted to meet city and state requirements.
  5. Applicant/developer comply with the recommendations contained in the Engineering Report of Braun Intertec dated February 13, 2018. Developer to provide report to Purchasers of the lot.
  6. No site work shall commence until after approval of the final plat.
  7. No lots in Horse Track Meadows West will be sold until final plat is recorded.
  8. Applicant obtaining all wetland mitigation permits from applicable federal, state, and local agencies, if needed.
  9. That the restrictive covenant prohibiting development of City owned land to the east of the entrance road be removed from the Horse Track Meadows Development Agreement.
  10. Reduce the 20' wide walking path easement to 10' wide.
  11. The final grading plan and utility plan showing the proposed water, storm sewer, and sanitary sewer should be submitted with the final plat and plan submittal. Grading plan provisions should ensure that drainage crosses no more than one adjacent lot. If drainage crosses more than one lot, a drainage easement should be required. The grading plan should show proposed building locations, styles, and floor elevations.
  12. An Engineer's Opinion of Construction Costs and a proposed construction schedule should be submitted for this project for inclusion in the Development Agreement as part of the Final Plat submission. Construction observation fees charged to the Developer will be calculated based on the anticipated construction schedule and incorporated into the 429 assessment process.

#### Findings of Fact:

1. The property owner proposes to use the property in a reasonable manner permitted by the Zoning Ordinance
2. The request is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan.
3. The basic layout of streets and lots are acceptable.
4. The property commonly referred to as the "Horse Track Meadows" and "Horse Track Meadows West" was annexed by the City in September 2016 in order to make sure future development was done in the City.
5. In July 2019, the City of La Crescent approved an amendment to its Sewer Conveyance Agreement with the City of La Crosse to provide municipal sewer to the Horse Track Meadows property.
6. The overall development (Horse Track Meadows and Horse Track Meadows West) provides a mix of single family and twin homes.
7. The proposed development is consistent with the general vision for the City.

8. Developer has demonstrated an increased need in single family housing inventory within the City of La Crescent. Further the need for multi-family/apartment building is being satisfied with other developments within the City.

Following discussion, Member Williams made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO APPROVE THE PRELIMINARY PLAT FOR HORSE TRACK MEADOWS WEST AND TO ADOPT THE CONDITIONS OF APPROVAL AND FINDINGS OF FACT STATED ABOVE AND AS STATED IN THE JUNE 29, 2021 PLANNING COMMISSION MINUTES WITH REVISIONS AND RECOMMENDATIONS FROM WHKS.**

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

**ITEM 3.4 – LIFT STATION IMPROVEMENTS**

City Administrator Waller reviewed with City Council that the pumps and check valves at the Twi-Lite sanitary sewer lift station are in need of replacement. The City received the following proposals: Quality Flow - \$24,856.00; and DC Braun - \$25,225.00 (proposal does not include cost for freight or installation). It was recommended to City Council to proceed with the repair by accepting the proposal submitted by Quality Flow. There are funds in the sewer budget for this expenditure. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

**MOTION TO ACCEPT THE PROPOSAL SUBMITTED BY QUALITY FLOW IN THE AMOUNT OF \$24,856.00 TO PROCEED WITH THE REPAIRS OF THE PUMPS AND CHECK VALVES AT THE TWI-LITE SANITARY SEWER LIFT STATION USING FUNDS FROM THE SEWER BUDGET FOR THIS EXPENDITURE.**

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

### **ITEM 3.5 – FUTURE ANNEXATION DISCUSSION**

City Attorney Wieser reviewed with City Council a memo from City Administrator Waller regarding the future annexation of properties in Crescent Valley. City Attorney Wieser also reviewed the statutory basis under which the City Council may proceed with an annexation of the balance of the properties in Crescent Valley. It was recommended to City Council to call for a public hearing on the proposed annexation, and to authorize the City Attorney to prepare and distribute the required notices. It was recommended that the public hearing be held at 5:30 p.m. at the second City Council meeting on August 23, 2021. Following discussion, Member Jostad made a motion, seconded by Member Williams, as follows:

#### **MOTION TO CALL FOR A PUBLIC HEARING AUGUST 23, 2021 AT 5:30 PM FOR THE ANNEXATION OF PROPERTIES IN THE CRESCENT VALLEY AREA IDENTIFIED AS BEING 100% SURROUNDED.**

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

Following further discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

#### **MOTION TO AUTHORIZE THE CITY ATTORNEY AND CITY ADMINISTRATOR TO REQUEST THE TOWNSHIP OF LA CRESCENT TO ENTER INTO A JOINT ORDERLY ANNEXATION AGREEMENT FOR PROPERTIES IDENTIFIED AS GROUP A AND GROUP B AND IF NO RESPONSE IS RECEIVED AFTER THE TOWNSHIP'S FIRST MEETING IN AUGUST OR THE TOWNSHIP IS NOT WILLING TO PROCEED WITH AN ORDERLY ANNEXATION THEN THE CITY ATTORNEY IS AUTHORIZED TO FILE A NOTICE OF INTENT TO ANNEX.**

Upon a roll call vote taken and tallied by the City Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.



### **ITEM 3.6 – 2022 TRANSIT RESOLUTION**

City Administrator Waller reviewed with City Council a resolution to approve the State Transit Operating Assistance application for 2022. The resolution is adopted and submitted to MnDOT each year. In 2021, the City will receive approximately \$242,000.00 in Federal and State funds to operate the local bus service. It was recommended to City Council to adopt the resolution. Following review and discussion, Member Hutchinson introduced the following resolution and moved its passage and adoption:

#### **RESOLUTION NO. 07-21-23**

#### **RESOLUTION OF THE GOVERNING BODY OF THE CITY OF LA CRESCENT ENTERING INTO AN AGREEMENT WITH THE STATE OF MINNESOTA TO PROVIDE PUBLIC TRANSPORTATION IN THE CITY OF LA CRESCENT**

IT IS RESOLVED that the City of La Crescent, Minnesota, enters into an Agreement with the State of Minnesota to provide public transportation in the City of La Crescent.

FURTHER RESOLVED that the City of La Crescent, Minnesota, agrees to provide a local share of up to fifteen percent (15%) of the total operating costs and up to twenty percent (20%) of total capital costs.

FURTHER RESOLVED that the City of La Crescent, Minnesota, agrees to provide one hundred percent (100%) of the local share necessary for expenses that exceed funds available from the State.

FURTHER RESOLVED that the City of La Crescent, Minnesota, authorizes the Mayor and/or City Administrator to execute the aforementioned Agreement and any amendments thereto.

FURTHER resolved that the City Administrator or Transit Manager is hereby authorized to execute requests for reimbursement to the Minnesota Department of Transportation.

ADOPTED this 12<sup>th</sup> day of July, 2021.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by Member O'Donnell-Ebner and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted.

### **ITEM 3.7 – FIRE HYDRANTS/TREE TRIMMING**

City Administrator Waller reviewed with City Council a request from Member Williams to review tree trimming and the painting of fire hydrants in the City. City Council reviewed a letter that will be going out to homeowners that have boulevard trees that need to be trimmed. In addition, this item was also included in the City's 2021 spring newsletter. Regarding the painting of fire hydrants, there are over 270 fire hydrants in the City. They do not all get painted in the same year. The City's Maintenance Department will focus on painting fire hydrants in August of 2021. This item was informational, and no action was taken.

### **ITEM 3.8 – DONATION RESOLUTION**

City Council reviewed a Resolution regarding the acceptance of donations to the City for the month of June, 2021. Following review and discussion, Member Jostad introduced the following resolution and moved its passage and adoption:

#### **RESOLUTION NO. 07-21-24**

#### **RESOLUTION ACCEPTING DONATIONS MADE TO THE CITY OF LA CRESCENT IN JUNE, 2021**

WHEREAS, the following donations were made to the City of La Crescent in the month of June, 2021:

1. Lunxi Xia & Lea Li Zhang wishes to donate \$2,000.00 to Pine Creek Golf Course to assist with repairs and maintenance of the course.
2. Destination Dental wishes to donate \$100.00 to the La Crescent Police Department for National Night Out.
3. Coulee Firearms Training wishes to donate \$100.00 to the La Crescent Police Department for National Night Out.
4. Home Federal Savings Bank wishes to donate \$50.00 to the La Crescent Police Department for National Night Out.
5. TJ's Auto Glass wishes to donate \$50.00 to the La Crescent Police Department for National Night Out.
6. Scott Rybarik wishes to donate coffee and a coffee grinder to the La Crescent Fire Department.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Crescent hereby accepts the donations stated above.

ADOPTED this 12<sup>th</sup> day of July, 2021.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by Member Hutchinson and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted.

### **ITEM 3.9 – APPLEFEST RUN TO THE EDGE REQUEST**

City Council reviewed a memo from Chief Stavenau regarding a request from the Race Directors of the 25<sup>th</sup> Annual Applefest Scenic 5K Run/Walk to hold their event on Saturday, September 18, 2021, starting at 8:30 a.m. The event is being conducted on the same route as years previous and there are no anticipated public safety concerns. They have also requested the assistance from La Crescent Police Department and First Responders. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad, as follows:

### **MOTION TO APPROVE THE RACE ROUTE FOR THE 25<sup>th</sup> ANNUAL APPLEFEST SCENIC 5K RUN/WALK ON SEPTEMBER 18, 2021 WITH APPROVAL OF ASSISTANCE FROM LA CRESCENT POLICE DEPARTMENT AND FIRST RESPONDERS.**

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

### **ITEM 3.10 – REVIEW EMERGENCY POWERS RESOLUTION**

City Attorney Wieser reviewed with City Council Resolution No. 03-20-12 declaring a special emergency. This resolution was adopted March 23, 2020 after the Governor issued a peace time emergency declaration. On July 1, 2021, the Governor's order expired. It was recommended to City Council to rescind Resolution 03-20-12. Following discussion, Member Williams made a motion, seconded by Member Jostad, as follows:

### **MOTION TO RESCIND RESOLUTION 03-20-12 DECLARING A SPECIAL EMERGENCY.**

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

### **ITEM 8 – CHAMBER OF COMMERCE**

Jerry Berns of the La Crescent Chamber of Commerce informed City Council that the Chamber Golf Outing will be held on July 16, 2021 and they are in the process of hiring an Executive Director.

There being no further business to come before the Council at this time, Member Williams made a motion, seconded by Member O'Donnell-Ebner, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:08 PM.

APPROVAL DATE: \_\_\_\_\_

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator

#1.2



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator  
DATE: July 21, 2021  
RE: Bills Payable

A handwritten signature in black ink, appearing to read "Bill", is written over the "FROM" line of the header.

The bills payable will be e-mailed out separately.

#1.3

CITY OF LA CRESCENT  
CASH BALANCES  
APRIL 30, 2021

FUND	UNAUDITED 12/31/2020 BALANCE	UNAUDITED 4/30/2021 BALANCE
GENERAL (101)		
Unreserved	1,544,961.55	1,151,611.33
TOTAL GENERAL FUND	<u>1,544,961.55</u>	<u>1,151,611.33</u>
REVOLVING LOAN FUND (204)		
SCDP Grant Funds Returned	21,732.93	21,732.93
TOTAL REVOLVING LOAN FUND	<u>21,732.93</u>	<u>21,732.93</u>
LIBRARY (211)		
Unreserved	-32,853.11	-72,716.44
TOTAL LIBRARY	<u>-32,853.11</u>	<u>-72,716.44</u>
FIRE DEPARTMENT (213)		
Unreserved	300,985.43	302,252.22
	<u>300,985.43</u>	<u>302,252.22</u>
TAX INCREMENT FINANCE DISTRICTS		
Tax Increment 2-1 Duckett (252)	23,755.41	18,449.02
Tax Increment 5-1 Heth's (257)	5,506.47	-2,682.40
Tax Increment 4-2 Gundersen (258)	99,419.51	104,183.93
Tax Increment 6-1 Schumacher Kish (259)	26,450.82	15,622.33
Tax Increment 1-8 Event Ctr/Hotel (260)	1,007.18	885.05
Tax Increment 1-9 31 S. Walnut (261)	0.00	-5,592.48
	<u>156,139.39</u>	<u>130,865.45</u>
DEBT SERVICE		
Bonds Paid Up (300)	19,398.35	19,453.26
2009A G.O. Refunding Bonds (322)	201,083.81	99,758.38
2011A G.O. Imp. Bonds (324)	13,997.94	-113,178.26
2011B G.O. Rec. Facilities (325)	269,970.13	108,369.87
2013A G.O. Equipment Certificates (326)	129,374.88	128,227.44
2016A G.O. Refunding Bonds (327)	97,458.66	1,174.27
2017A G.O. Equipment Certificates (328)	114,576.15	11,042.77
2018A G.O. Imp. Bonds (329)	157,553.88	15,616.64
2019A G.O. Equipment Certificates (330)	40,346.28	784.85
2019B G.O. Imp. Bonds (331)	5,450.17	9.84
2020A G.O. Imp. Bonds-HTM (332)	568,130.57	742,285.11
2020A G.O. Imp. Bonds-Arena (333)	2,308.07	-0.01
TOTAL DEBT SERVICE	<u>1,619,648.89</u>	<u>1,013,544.16</u>

CITY OF LA CRESCENT  
CASH BALANCES  
APRIL 30, 2021

FUND	UNAUDITED 12/31/2020 BALANCE	UNAUDITED 4/30/2021 BALANCE
<b>CAPITAL PROJECTS</b>		
2017A Equipment Certificate (446)	175,676.99	80,824.72
2019B G.O. Improvement Projects (449)	8,939.46	8,585.64
2020A G.O. Improvement Projects (450)	796,756.97	604,846.47
<b>TOTAL CAPITAL PROJECTS</b>	<b>981,373.42</b>	<b>694,256.83</b>
 <b>WATER FUND (601)</b>		
Unreserved	43,256.44	-200,052.13
2008A Water Revenue Bonds	0.00	0.00
2012B Water Revenue Bonds	0.00	0.00
2016A Water Revenue Bonds	0.00	0.00
<b>TOTAL WATER FUND</b>	<b>43,256.44</b>	<b>-200,052.13</b>
 <b>SEWER FUND (602)</b>		
Unreserved	-217,805.59	-380,517.45
2008A Sewer Revenue Bonds	0.00	0.00
2012B Sewer Revenue Bonds	0.00	0.00
2016A Sewer Revenue Bonds	0.00	0.00
Designated Funds for Plant Replacement	262,643.64	263,387.35
<b>TOTAL SEWER FUND</b>	<b>44,838.05</b>	<b>-117,130.10</b>
 <b>SOLID WASTE (603)</b>		
Unreserved	26,058.38	7,228.02
<b>TOTAL SOLID WASTE</b>	<b>26,058.38</b>	<b>7,228.02</b>
 <b>LICENSE BUREAU (604)</b>		
Unreserved	329,854.87	304,482.59
<b>TOTAL LICENSE BUREAU</b>	<b>329,854.87</b>	<b>304,482.59</b>
 <b>PINE CREEK GOLF COURSE (613)</b>		
Unreserved	-82,856.64	-15,356.71
<b>TOTAL GOLF COURSE</b>	<b>-82,856.64</b>	<b>-15,356.71</b>
 <b>ICE ARENA (615)</b>		
Unreserved	-233,564.18	-229,964.36
	-233,564.18	-229,964.36
 <b>TOTAL FUNDS</b>	<b>\$4,719,575.42</b>	<b>\$2,990,753.79</b>



CITY OF LA CRESCENT  
CASH & INVESTMENT ANALYSIS  
APRIL 30, 2021

PETTY CASH & CASH DRAWERS	3,650.00
NOW CHECKING (5000047)/SWEEP ACCT	1,371,390.01
PSN DEPOSITORY ACCT (40031122)	8,281.87
PINE CREEK GOLF COURSE (9191115)	8,387.17
ICD SECURITIES, INC. MM (33682956)	469.29
HOME FEDERAL SAVINGS ACCT (4000061304)	191,018.13
MULTI-BANK SECURITIES, INC. - MM	0.00
MULTI-BANK SECURITIES, INC. - GOVT SEC.	0.00
MULTI-BANK SECURITIES, INC. - CD'S	938,000.00
ICD SECURITIES, INC. CD'S	365,000.00
HOME FEDERAL SAVINGS - CD	104,557.32
	<u>\$2,990,753.79</u>

<u>TOTAL INVESTMENTS-THIS YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	1,583,196.47
CD'S	1,407,557.32
GOVERNMENT SECURITIES	0.00
	<u>2,990,753.79</u>
RATES ON INVESTMENTS	0.10% - 2.65%

<u>TOTAL INVESTMENTS-LAST YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	684,012.88
CD'S	1,398,927.40
GOVERNMENT SECURITIES	0.00
	<u>2,082,940.28</u>
RATES ON INVESTMENTS	0.80% - 2.65%

# 1.4

CITY OF LACRESCENT

Trial Balance - Library

Page: 1

GL Period: 04/21

Jul 15, 2021 12:14PM

LIBRARY FUND

## Report Criteria:

Actual Amounts

All Accounts

Include FUNDS: 211

Page and Total by FUND

All Segments Tested for Total Breaks

Account Number	Title	Debit Amount	Credit Amount
211-10000	CASH & INVESTMENTS		72,716.44-
211-10200	PETTY CASH-LIBRARY	.00	
211-10450	INTEREST RECEIVABLE	.00	
211-10700	TAXES RECEIVABLE DELINQUENT	1,788.66	
211-11550	ACCTS RECEIVABLE - OTHER	.00	
211-13203	DUE FROM COUNTY	.00	
211-15500	PREPAID INSURANCE	.01	
211-20200	ACCOUNTS PAYABLE		1,795.42-
211-21500	ACCRUED INTEREST PAYABLE		173.55-
211-21600	ACCRUED WAGES/SAL PAYABLE	.00	
211-22810	SALES TAX PAYABLE-LIBRARY	.00	
211-25300	FUND BALANCE	33,019.94	
211-31013	LIBRARY TAX REVENUE	.00	
211-31014	HOUSTON COUNTY LIBRARY LE		11,037.73-
211-31051	EXCESS TIF REVENUE REFUND	.00	
211-33161	FEDERAL CARES ACT FUNDS	.00	
211-33402	MARKET VALUE HOMESTEAD CREDIT	.00	
211-33620	WINONA COUNTY FUNDING	.00	
211-34761	SELCO LIBRARY GRANT	.00	
211-34762	COPY MACHINE REVENUE		214.25-
211-34763	COMPUTER PRINTER REVENUE		202.60-
211-35103	FINES		530.58-
211-36200	MISCELLANEOUS INCOME	.00	
211-36210	INTEREST ON INVESTMENTS	.00	
211-36230	CONTRIBUTIONS		7,525.00-
211-36232	SUMMER SPONSORS		1,350.00-
211-36233	CONTRIBUTION-LA CRESC. TWNSHP		3,000.00-
211-36236	COMPUTER FUND REVENUE	.00	
211-36238	GRANT/SCHOLARSHIP FUNDING	.00	
211-36241	INSURANCE REIMBURSEMENT	.00	
211-36243	ACE CAPITAL CREDITS	.00	
211-39200	FRIENDS OF THE LIBRARY	.00	
211-39201	TRANSFER FROM GEN. FUND	.00	
211-45500-101	WAGES - FULL-TIME	24,593.36	
211-45500-102	OVERTIME PAY	.00	
211-45500-103	WAGES - PART-TIME	8,509.95	
211-45500-111	SEVERANCE PAY	.00	
211-45500-121	EMPLOYER FICA EXPENSE	2,679.96	
211-45500-122	PERA CONTRIBUTIONS	2,592.58	
211-45500-131	EMPLOYER PAID HEALTH INS	3,845.20	
211-45500-152	WORKERS COMP BENEFITS	.00	
211-45500-200	LIBRARY OFFICE SUPPLIES	419.11	
211-45500-202	COPY MACHINE SUPPLIES	.00	
211-45500-203	COMPUTER PRINTER SUPPLIES	.00	
211-45500-211	CLEANING & SANITARY SUPPLIES	52.99	
211-45500-220	SUMMER PROGRAM SUPPLIES	136.33	
211-45500-221	WINTER READING PROG EXPENSES	.00	
211-45500-310	OTHER CONTRACTED SERVICES	1,629.62	
211-45500-321	TELEPHONE-LIBRARY	589.33	

Account Number	Title	Debit Amount	Credit Amount
211-45500-322	POSTAGE-LIBRARY	54.06	
211-45500-331	TRAVEL EXPENSES	.00	
211-45500-350	PRINTING AND PUBLISHING	.00	
211-45500-360	INSURANCE	1,550.32	
211-45500-381	UTILITIES-ELECTRIC	922.02	
211-45500-382	UTILITIES-WATER/SEWER	82.30	
211-45500-383	UTILITIES-GAS	379.50	
211-45500-384	REFUSE DISPOSAL	40.00	
211-45500-401	REPAIR/MAINT-BUILDINGS	11.98	
211-45500-404	REPAIR/MAINT-EQUIPMENT	.00	
211-45500-406	REPAIR/MAINT-COMPUTERS	4,145.00	
211-45500-414	LIMITED ACCESS LINE	7,242.94	
211-45500-415	RENTALS-OTHER EQUIPMENT	24.00	
211-45500-430	MISCELLANEOUS	.00	
211-45500-432	UNCOLLECTIBLE ACCOUNTS	.00	
211-45500-433	DUES & MEMBERSHIPS	.00	
211-45500-434	LEGACY GRANT EXPENDITURES	.00	
211-45500-504	BOOKS - GRANT FUNDED	.00	
211-45500-505	BOOKS,PERIODICALS,VIDEOS ETC	3,650.09	
211-45500-506	PROCESSING MATERIALS	461.19	
211-45500-520	C.O.-BUILDINGS-LIBRARY	.00	
211-45500-570	OFFICE EQUIP. & FURNISHINGS	.00	
211-45500-575	C.O.-COMPUTER EQUIPMENT	.00	
211-45500-580	C.O. OTHER EQUIPMENT	.00	
211-45500-610	INTEREST EXPENSE	125.13	
Total LIBRARY FUND:		98,545.57	98,545.57-
Net Loss:			39,876.80
Grand Totals:		98,545.57	98,545.57-
Net Loss:			39,876.80

## Report Criteria:

Actual Amounts

All Accounts

Include FUNDS: 211

Page and Total by FUND

All Segments Tested for Total Breaks

		2019	2020	01/21-04/21	2021	2021
Account Number	Account Title	Pri Year 2 Actual	Pri Year Actual	Cur YTD Actual	Cur Year Budget	Cur Year Unexpended
LIBRARY FUND						
TAXES						
211-31013	LIBRARY TAX REVENUE	154,846	164,106	.00	170,873	170,873
211-31014	HOUSTON COUNTY LIBRARY LE	46,642	43,457	11,038	44,109	33,071
211-31051	EXCESS TIF REVENUE REFUND	.00	.00	.00	.00	.00
Total TAXES:		201,488	207,563	11,038	214,982	203,944
INTERGOVERNMENTAL AID						
211-33161	FEDERAL CARES ACT FUNDS	.00	2,018	.00	.00	.00
211-33402	MARKET VALUE HOMESTEAD CREDIT	.00	.00	.00	.00	.00
211-33620	WINONA COUNTY FUNDING	3,022	3,455	.00	3,113	3,113
Total INTERGOVERNMENTAL AID:		3,022	5,472	.00	3,113	3,113
PUBLIC CHARGES FOR SERVICE						
211-34761	SELCO LIBRARY GRANT	.00	.00	.00	.00	.00
211-34762	COPY MACHINE REVENUE	855	565	214	500	286
211-34763	COMPUTER PRINTER REVENUE	730	449	203	500	297
Total PUBLIC CHARGES FOR SERVICE:		1,585	1,014	417	1,000	583
FINES & FORFEITURES						
211-35103	FINES	2,105	891	531	1,000	469
Total FINES & FORFEITURES:		2,105	891	531	1,000	469
SPECIAL ASSESSMENTS						
211-36200	MISCELLANEOUS INCOME	.00	.00	.00	.00	.00
211-36210	INTEREST ON INVESTMENTS	56	.00	.00	.00	.00
211-36230	CONTRIBUTIONS	18,204	15,345	7,525	4,000	3,525-
211-36232	SUMMER SPONSORS	1,724	.00	1,350	1,500	150
211-36233	CONTRIBUTION-LA CRESC. TWNSHP	3,000	.00	3,000	3,000	.00
211-36236	COMPUTER FUND REVENUE	2,000	1,665	.00	.00	.00
211-36238	GRANT/SCHOLARSHIP FUNDING	275	.00	.00	.00	.00
211-36241	INSURANCE REIMBURSEMENT	.00	.00	.00	.00	.00
211-36243	ACE CAPITAL CREDITS	104	109	.00	.00	.00
Total SPECIAL ASSESSMENTS:		25,364	17,119	11,875	8,500	3,375-
OTHER FINANCING SOURCES						
211-39200	FRIENDS OF THE LIBRARY	.00	.00	.00	2,073	2,073
211-39201	TRANSFER FROM GEN. FUND	.00	.00	.00	.00	.00
Total OTHER FINANCING SOURCES:		.00	.00	.00	2,073	2,073
LIBRARY EXPENSES						
211-45500-101	WAGES - FULL-TIME	92,747	93,415	24,593	85,937	61,344
Budget notes:						
Library Director & Library Assistant						
211-45500-102	OVERTIME PAY	.00	22	.00	.00	.00
211-45500-103	WAGES - PART-TIME	32,730	29,911	8,510	30,228	21,718
211-45500-111	SEVERANCE PAY	16,731	3,323	.00	.00	.00
211-45500-121	EMPLOYER FICA EXPENSE	10,392	9,422	2,680	8,887	6,207
Budget notes:						
7.65%						

Account Number	Account Title	2019 Pri Year 2 Actual	2020 Pri Year Actual	01/21-04/21 Cur YTD Actual	2021 Cur Year Budget	2021 Cur Year Unexpended
211-45500-122	PERA CONTRIBUTIONS	8,959	8,322	2,593	8,552	5,959
Budget notes:						
7.5%						
211-45500-131	EMPLOYER PAID HEALTH INS	29,789	11,064	3,845	20,412	16,567
211-45500-152	WORKERS COMP BENEFITS	.00	.00	.00	.00	.00
211-45500-200	LIBRARY OFFICE SUPPLIES	2,431	1,179	419	2,200	1,781
211-45500-202	COPY MACHINE SUPPLIES	.00	.00	.00	.00	.00
211-45500-203	COMPUTER PRINTER SUPPLIES	732	31	.00	700	700
211-45500-211	CLEANING & SANITARY SUPPLIES	137	324	53	600	547
211-45500-220	SUMMER PROGRAM SUPPLIES	1,708	1,865	136	2,800	2,664
211-45500-221	WINTER READING PROG EXPENSES	.00	.00	.00	.00	.00
211-45500-310	OTHER CONTRACTED SERVICES	3,652	3,529	1,630	4,500	2,870
211-45500-321	TELEPHONE-LIBRARY	1,626	1,731	589	1,800	1,211
211-45500-322	POSTAGE-LIBRARY	136	131	54	300	246
211-45500-331	TRAVEL EXPENSES	1,428	41	.00	500	500
211-45500-350	PRINTING AND PUBLISHING	200	.00	.00	300	300
211-45500-360	INSURANCE	4,257	4,789	1,550	4,250	2,700
211-45500-381	UTILITIES-ELECTRIC	2,193	2,044	922	3,300	2,378
211-45500-382	UTILITIES-WATER/SEWER	392	336	82	400	318
211-45500-383	UTILITIES-GAS	1,010	713	380	1,200	821
211-45500-384	REFUSE DISPOSAL	120	120	40	120	80
211-45500-401	REPAIR/MAINT-BUILDINGS	173	2,861	12	400	388
211-45500-404	REPAIR/MAINT-EQUIPMENT	1	.00	.00	.00	.00
211-45500-406	REPAIR/MAINT-COMPUTERS	4,145	5,799	4,145	4,145	.00
211-45500-414	LIMITED ACCESS LINE	17,207	16,084	7,243	25,000	17,757
211-45500-415	RENTALS-OTHER EQUIPMENT	72	1,350	24	120	96
Budget notes:						
Water Cooler						
211-45500-430	MISCELLANEOUS	.00	.00	.00	.00	.00
211-45500-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00	.00
211-45500-433	DUES & MEMBERSHIPS	282	407	.00	195	195
211-45500-434	LEGACY GRANT EXPENDITURES	.00	.00	.00	.00	.00
211-45500-504	BOOKS - GRANT FUNDED	.00	1,231	.00	.00	.00
211-45500-505	BOOKS,PERIODICALS,VIDEOS ETC	10,841	6,583	3,650	11,000	7,350
211-45500-506	PROCESSING MATERIALS	1,239	653	461	1,200	739
211-45500-520	C.O.-BUILDINGS-LIBRARY	.00	.00	.00	.00	.00
211-45500-570	OFFICE EQUIP. & FURNISHINGS	2,675	1,992	.00	.00	.00
211-45500-575	C.O.-COMPUTER EQUIPMENT	.00	.00	.00	.00	.00
211-45500-580	C.O. OTHER EQUIPMENT	.00	.00	.00	.00	.00
211-45500-610	INTEREST EXPENSE	1,297	584	125	1,480	1,355
Total LIBRARY EXPENSES:		249,301	209,855	63,737	220,526	156,789
LIBRARY FUND Revenue Total:		233,563	232,060	23,860	230,668	206,807
LIBRARY FUND Expenditure Total:		249,301	209,855	63,737	220,526	156,789
Net Total LIBRARY FUND:		15,738-	22,205	39,877-	10,142	50,018
Net Grand Totals:		15,738-	22,205	39,877-	10,142	50,018

#1.5

CITY OF LA CRESCENT  
CASH BALANCES  
MAY 31, 2021

FUND	UNAUDITED 12/31/2020 BALANCE	UNAUDITED 5/31/2021 BALANCE
GENERAL (101)		
Unreserved	1,544,961.55	903,306.88
TOTAL GENERAL FUND	<u>1,544,961.55</u>	<u>903,306.88</u>
REVOLVING LOAN FUND (204)		
SCDP Grant Funds Returned	21,732.93	21,732.93
TOTAL REVOLVING LOAN FUND	<u>21,732.93</u>	<u>21,732.93</u>
LIBRARY (211)		
Unreserved	-32,853.11	-80,583.55
TOTAL LIBRARY	<u>-32,853.11</u>	<u>-80,583.55</u>
FIRE DEPARTMENT (213)		
Unreserved	300,985.43	277,373.55
	<u>300,985.43</u>	<u>277,373.55</u>
TAX INCREMENT FINANCE DISTRICTS		
Tax Increment 2-1 Duckett (252)	23,755.41	18,483.41
Tax Increment 5-1 Heth's (257)	5,506.47	-2,687.40
Tax Increment 4-2 Gundersen (258)	99,419.51	104,378.14
Tax Increment 6-1 Schumacher Kish (259)	26,450.82	15,651.46
Tax Increment 1-8 Event Ctr/Hotel (260)	1,007.18	886.70
Tax Increment 1-9 31 S. Walnut (261)	0.00	-6,247.91
	<u>156,139.39</u>	<u>130,464.40</u>
DEBT SERVICE		
Bonds Paid Up (300)	19,398.35	19,489.52
2009A G.O. Refunding Bonds (322)	201,083.81	99,944.34
2011A G.O. Imp. Bonds (324)	13,997.94	-113,389.24
2011B G.O. Rec. Facilities (325)	269,970.13	108,571.88
2013A G.O. Equipment Certificates (326)	129,374.88	124,821.47
2016A G.O. Refunding Bonds (327)	97,458.66	1,176.46
2017A G.O. Equipment Certificates (328)	114,576.15	11,063.35
2018A G.O. Imp. Bonds (329)	157,553.88	15,645.76
2019A G.O. Equipment Certificates (330)	40,346.28	786.31
2019B G.O. Imp. Bonds (331)	5,450.17	9.86
2020A G.O. Imp. Bonds-HTM (332)	568,130.57	743,668.78
2020A G.O. Imp. Bonds-Arena (333)	2,308.07	-0.01
TOTAL DEBT SERVICE	<u>1,619,648.89</u>	<u>1,011,788.48</u>

CITY OF LA CRESCENT  
CASH BALANCES  
MAY 31, 2021

FUND	UNAUDITED 12/31/2020 BALANCE	UNAUDITED 5/31/2021 BALANCE
<b>CAPITAL PROJECTS</b>		
2017A Equipment Certificate (446)	175,676.99	80,975.38
2019B G.O. Improvement Projects (449)	8,939.46	8,601.65
2020A G.O. Improvement Projects (450)	796,756.97	745,973.94
<b>TOTAL CAPITAL PROJECTS</b>	<b>981,373.42</b>	<b>835,550.97</b>
 <b>WATER FUND (601)</b>		
Unreserved	43,256.44	-198,112.86
2008A Water Revenue Bonds	0.00	0.00
2012B Water Revenue Bonds	0.00	0.00
2016A Water Revenue Bonds	0.00	0.00
<b>TOTAL WATER FUND</b>	<b>43,256.44</b>	<b>-198,112.86</b>
 <b>SEWER FUND (602)</b>		
Unreserved	-217,805.59	-377,341.26
2008A Sewer Revenue Bonds	0.00	0.00
2012B Sewer Revenue Bonds	0.00	0.00
2016A Sewer Revenue Bonds	0.00	0.00
Designated Funds for Plant Replacement	262,643.64	263,878.32
<b>TOTAL SEWER FUND</b>	<b>44,838.05</b>	<b>-113,462.94</b>
 <b>SOLID WASTE (603)</b>		
Unreserved	26,058.38	15,220.19
<b>TOTAL SOLID WASTE</b>	<b>26,058.38</b>	<b>15,220.19</b>
 <b>LICENSE BUREAU (604)</b>		
Unreserved	329,854.87	300,527.70
<b>TOTAL LICENSE BUREAU</b>	<b>329,854.87</b>	<b>300,527.70</b>
 <b>PINE CREEK GOLF COURSE (613)</b>		
Unreserved	-82,856.64	-6,856.93
<b>TOTAL GOLF COURSE</b>	<b>-82,856.64</b>	<b>-6,856.93</b>
 <b>ICE ARENA (615)</b>		
Unreserved	-233,564.18	-241,804.35
	-233,564.18	-241,804.35
 <b>TOTAL FUNDS</b>	<b>\$4,719,575.42</b>	<b>\$2,855,144.47</b>

CITY OF LA CRESCENT  
CASH & INVESTMENT ANALYSIS  
MAY 31, 2021

PETTY CASH & CASH DRAWERS	3,850.00
NOW CHECKING (5000047)/SWEEP ACCT	1,372,951.75
PSN DEPOSITORY ACCT (40031122)	15,059.41
PINE CREEK GOLF COURSE (9191115)	24,981.88
ICD SECURITIES, INC. MM (33682956)	486.39
HOME FEDERAL SAVINGS ACCT (4000061304)	129,775.56
MULTI-BANK SECURITIES, INC. - MM	5,039.48
MULTI-BANK SECURITIES, INC. - GOVT SEC.	0.00
MULTI-BANK SECURITIES, INC. - CD'S	938,000.00
ICD SECURITIES, INC. CD'S	365,000.00
HOME FEDERAL SAVINGS - CD	0.00
	<u>\$2,855,144.47</u>

<u>TOTAL INVESTMENTS-THIS YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	1,552,144.47
CD'S	1,303,000.00
GOVERNMENT SECURITIES	0.00
	<u>2,855,144.47</u>
RATES ON INVESTMENTS	0.10% - 2.65%

<u>TOTAL INVESTMENTS-LAST YEAR</u>	
MONEY MARKET, TREAS INDEX & CASH ACCTS	580,036.38
CD'S	1,298,927.40
GOVERNMENT SECURITIES	0.00
	<u>1,878,963.78</u>
RATES ON INVESTMENTS	0.80% - 2.65%



#1.6

CITY OF LACRESCENT

Trial Balance  
GL Period: 05/21  
LIBRARY FUND

Page: 1  
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## Report Criteria:

Actual Amounts  
All Accounts  
Include FUNDS: 211  
Page and Total by FUND  
All Segments Tested for Total Breaks

Account Number	Title	Debit Amount	Credit Amount
211-10000	CASH & INVESTMENTS		80,583.55-
211-10200	PETTY CASH-LIBRARY	.00	
211-10450	INTEREST RECEIVABLE	.00	
211-10700	TAXES RECEIVABLE DELINQUENT	1,788.66	
211-11550	ACCTS RECEIVABLE - OTHER	.00	
211-13203	DUE FROM COUNTY	.00	
211-15500	PREPAID INSURANCE	4,525.64	
211-20200	ACCOUNTS PAYABLE		3,447.57-
211-21500	ACCRUED INTEREST PAYABLE		173.55-
211-21600	ACCRUED WAGES/SAL PAYABLE	.00	
211-22810	SALES TAX PAYABLE-LIBRARY	.00	
211-25300	FUND BALANCE	33,019.94	
211-31013	LIBRARY TAX REVENUE	.00	
211-31014	HOUSTON COUNTY LIBRARY LE		22,075.46-
211-31051	EXCESS TIF REVENUE REFUND	.00	
211-33161	FEDERAL CARES ACT FUNDS	.00	
211-33402	MARKET VALUE HOMESTEAD CREDIT	.00	
211-33620	WINONA COUNTY FUNDING	.00	
211-34761	SELCO LIBRARY GRANT	.00	
211-34762	COPY MACHINE REVENUE		214.25-
211-34763	COMPUTER PRINTER REVENUE		301.70-
211-35103	FINES		597.38-
211-36200	MISCELLANEOUS INCOME	.00	
211-36210	INTEREST ON INVESTMENTS	.00	
211-36230	CONTRIBUTIONS		7,854.07-
211-36232	SUMMER SPONSORS		1,350.00-
211-36233	CONTRIBUTION-LA CRESC. TOWNSHIP		3,000.00-
211-36236	COMPUTER FUND REVENUE	.00	
211-36238	GRANT/SCHOLARSHIP FUNDING	.00	
211-36241	INSURANCE REIMBURSEMENT	.00	
211-36243	ACE CAPITAL CREDITS	.00	
211-39200	FRIENDS OF THE LIBRARY	.00	
211-39201	TRANSFER FROM GEN. FUND	.00	
211-45500-101	WAGES - FULL-TIME	32,025.66	
211-45500-102	OVERTIME PAY	.00	
211-45500-103	WAGES - PART-TIME	10,513.62	
211-45500-111	SEVERANCE PAY	.00	
211-45500-121	EMPLOYER FICA EXPENSE	3,352.29	
211-45500-122	PERA CONTRIBUTIONS	3,222.26	
211-45500-131	EMPLOYER PAID HEALTH INS	4,806.50	
211-45500-152	WORKERS COMP BENEFITS	.00	
211-45500-200	LIBRARY OFFICE SUPPLIES	486.88	
211-45500-202	COPY MACHINE SUPPLIES	.00	
211-45500-203	COMPUTER PRINTER SUPPLIES	.00	
211-45500-211	CLEANING & SANITARY SUPPLIES	52.99	
211-45500-220	SUMMER PROGRAM SUPPLIES	613.27	
211-45500-221	WINTER READING PROG EXPENSES	351.69	
211-45500-310	OTHER CONTRACTED SERVICES	1,893.97	
211-45500-321	TELEPHONE-LIBRARY	739.76	

Account Number	Title	Debit Amount	Credit Amount
211-45500-322	POSTAGE-LIBRARY	63.06	
211-45500-331	TRAVEL EXPENSES	.00	
211-45500-350	PRINTING AND PUBLISHING	55.00	
211-45500-360	INSURANCE	1,949.69	
211-45500-381	UTILITIES-ELECTRIC	1,141.42	
211-45500-382	UTILITIES-WATER/SEWER	82.30	
211-45500-383	UTILITIES-GAS	410.39	
211-45500-384	REFUSE DISPOSAL	50.00	
211-45500-401	REPAIR/MAINT-BUILDINGS	11.98	
211-45500-404	REPAIR/MAINT-EQUIPMENT	.00	
211-45500-406	REPAIR/MAINT-COMPUTERS	4,145.00	
211-45500-414	LIMITED ACCESS LINE	8,528.95	
211-45500-415	RENTALS-OTHER EQUIPMENT	30.00	
211-45500-430	MISCELLANEOUS	.00	
211-45500-432	UNCOLLECTIBLE ACCOUNTS	.00	
211-45500-433	DUES & MEMBERSHIPS	.00	
211-45500-434	LEGACY GRANT EXPENDITURES	.00	
211-45500-504	BOOKS - GRANT FUNDED	731.94	
211-45500-505	BOOKS,PERIODICALS,VIDEOS ETC	4,091.65	
211-45500-506	PROCESSING MATERIALS	652.34	
211-45500-520	C.O.-BUILDINGS-LIBRARY	.00	
211-45500-570	OFFICE EQUIP. & FURNISHINGS	.00	
211-45500-575	C.O.-COMPUTER EQUIPMENT	.00	
211-45500-580	C.O. OTHER EQUIPMENT	.00	
211-45500-610	INTEREST EXPENSE	260.68	
Total LIBRARY FUND:		119,597.53	119,597.53-
Net Loss:			44,870.43
Grand Totals:		119,597.53	119,597.53-
Net Loss:			44,870.43

## Report Criteria:

Actual Amounts

All Accounts

Include FUNDS: 211

Page and Total by FUND


All Segments Tested for Total Breaks



Account Number	Account Title	2019 Pri Year 2 Actual	2020 Pri Year Actual	01/21-05/21 Cur YTD Actual	2021 Cur Year Budget	2021 Cur Year Unexpended
211-45500-122	PERA CONTRIBUTIONS	8,959	8,322	3,222	8,552	5,330
Budget notes: 7.5%						
211-45500-131	EMPLOYER PAID HEALTH INS	29,789	11,064	4,807	20,412	15,606
211-45500-152	WORKERS COMP BENEFITS	.00	.00	.00	.00	.00
211-45500-200	LIBRARY OFFICE SUPPLIES	2,431	1,179	487	2,200	1,713
211-45500-202	COPY MACHINE SUPPLIES	.00	.00	.00	.00	.00
211-45500-203	COMPUTER PRINTER SUPPLIES	732	31	.00	700	700
211-45500-211	CLEANING & SANITARY SUPPLIES	137	324	53	600	547
211-45500-220	SUMMER PROGRAM SUPPLIES	1,708	1,865	613	2,800	2,187
211-45500-221	WINTER READING PROG EXPENSES	.00	.00	352	.00	352-
211-45500-310	OTHER CONTRACTED SERVICES	3,652	3,529	1,894	4,500	2,606
211-45500-321	TELEPHONE-LIBRARY	1,626	1,731	740	1,800	1,060
211-45500-322	POSTAGE-LIBRARY	136	131	63	300	237
211-45500-331	TRAVEL EXPENSES	1,428	41	.00	500	500
211-45500-350	PRINTING AND PUBLISHING	200	.00	55	300	245
211-45500-360	INSURANCE	4,257	4,789	1,950	4,250	2,300
211-45500-381	UTILITIES-ELECTRIC	2,193	2,044	1,141	3,300	2,159
211-45500-382	UTILITIES-WATER/SEWER	392	336	82	400	318
211-45500-383	UTILITIES-GAS	1,010	713	410	1,200	790
211-45500-384	REFUSE DISPOSAL	120	120	50	120	70
211-45500-401	REPAIR/MAINT-BUILDINGS	173	2,861	12	400	388
211-45500-404	REPAIR/MAINT-EQUIPMENT	1	.00	.00	.00	.00
211-45500-406	REPAIR/MAINT-COMPUTERS	4,145	5,799	4,145	4,145	.00
211-45500-414	LIMITED ACCESS LINE	17,207	16,084	8,529	25,000	16,471
211-45500-415	RENTALS-OTHER EQUIPMENT	72	1,350	30	120	90
Budget notes:						
Water Cooler						
211-45500-430	MISCELLANEOUS	.00	.00	.00	.00	.00
211-45500-432	UNCOLLECTIBLE ACCOUNTS	.00	.00	.00	.00	.00
211-45500-433	DUES & MEMBERSHIPS	282	407	.00	195	195
211-45500-434	LEGACY GRANT EXPENDITURES	.00	.00	.00	.00	.00
211-45500-504	BOOKS - GRANT FUNDED	.00	1,231	732	.00	732-
211-45500-505	BOOKS,PERIODICALS,VIDEOS ETC	10,841	6,583	4,092	11,000	6,908
211-45500-506	PROCESSING MATERIALS	1,239	653	652	1,200	548
211-45500-520	C.O.-BUILDINGS-LIBRARY	.00	.00	.00	.00	.00
211-45500-570	OFFICE EQUIP. & FURNISHINGS	2,675	1,992	.00	.00	.00
211-45500-575	C.O.-COMPUTER EQUIPMENT	.00	.00	.00	.00	.00
211-45500-580	C.O. OTHER EQUIPMENT	.00	.00	.00	.00	.00
211-45500-610	INTEREST EXPENSE	1,297	584	261	1,480	1,219
Total LIBRARY EXPENSES:		249,301	209,855	80,263	220,526	140,263
LIBRARY FUND Revenue Total:		233,563	232,060	35,393	230,668	195,275
LIBRARY FUND Expenditure Total:		249,301	209,855	80,263	220,526	140,263
Net Total LIBRARY FUND:		15,738-	22,205	44,870-	10,142	55,012
Net Grand Totals:		15,738-	22,205	44,870-	10,142	55,012

# 3.1



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator   
DATE: July 20, 2021  
RE: MnDOT Limited Use Permit Resolution

Attached for review and consideration by the City Council is correspondence received from MnDOT regarding the need to update the City's existing limited use permit. The limited use permit was adopted in 1992. The limited use permit allows the City to participate in the MnDOT Landscape Partnership Program, and make continued improvements to MnDOT right-of-way.

A resolution is attached which we would suggest that the City Council adopt.



**District 6 Right of Way**  
2900 48th Street NW  
Rochester, MN 55901-5848

Office Tel: 507-517-4000  
E -mail: David.Evans@state.mn.us

June 25, 2021

City of La Crescent  
Mayor Mike Poellinger  
315 Main St.  
P.O. Box 142  
La Crescent, MN 55947

Subject: C.S. 2805 (T.H. 61)  
LUP # 2805-0043  
Limited Use Permit for Highway Beautification

Dear Honorable Mayor:

The Minnesota Department of Transportation (MnDOT) has updated the language and terms of its Limited Use Permits (LUPs) which requires the existing LUPs between MnDOT and the city to be reissued. LUP #2805-013 was originally issued on August 18<sup>th</sup>, 1992 on CS 2805 (T.H. 61). The existing LUP is being replaced with the enclosed LUP #2805-0043 for Highway Beautification. Please have the appropriate people sign the two (2) copies where indicated and return to this office for further processing. Along with the new LUPs we have enclosed a copy of existing LUP #2805-013 for reference. We also need two (2) original copies of the resolution enclosed to attach to each of the permits. Enclosed is an example resolution. The resolution may need to be reformatted to meet the City of La Crescent requirements.

The existing LUP will remain in full force and effect until the new LUP is executed. Upon issuance of the new permit the existing permit will be terminated. If the City of La Crescent wishes to terminate the existing LUP please notify me in writing as soon as possible.

A final copy will be returned for your records.

Please contact me at 507-517-4000 for a permit to perform miscellaneous work on the trunk highway right of way or if you have any additional questions or concerns about this process.

Sincerely,

A handwritten signature in black ink that reads 'David Evans'.

David J. Evans  
Engineering Specialist

Enclosures

cc: District R/W Supervisor, Brian Veronen  
Maintenance Supervisor, Neil Hjelmeland  
File

**RESOLUTION NO. 07-21-25**

**A RESOLUTION TO ENTER INTO A LIMITED USE PERMIT WITH THE  
STATE OF MINNESOTA, DEPARTMENT OF TRANSPORTATION**

IT IS RESOLVED that the City of La Crescent, Minnesota, enter into Limited Use Permit No. 2805-0043 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for maintenance and use by the City of La Crescent upon, along and adjacent to Trunk Highway No. 61 and limits of which are defined in said Limited Use Permit.

IT IS FURTHER RESOLVED by the City Council of the City of La Crescent, Minnesota that the Mayor and the City Administrator are authorized to execute the Limited Use Permit.

ADOPTED this 26<sup>th</sup> day of July, 2021.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator



# 3.2



TO: City Council

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: July 19th, 2021

RE: Adopt-a-Drain program

The GreenSteps committee has reviewed the Adopt-a-Drain program and recommended it's adoption by the city council. The Adopt-a-Drain program is run by Hamline University. The Adopt-a-Drain program will be an important part of the public outreach for La Crescent. Information about the Adopt-a-Drain program is attached.

What you provide to us:

- Location data of the storm drains in La Crescent, either in a shapefile or a list of lat/long coordinates. We upload this onto the site.
- Optional: Watershed boundaries. You can include two levels of watersheds of subwatersheds. This is totally optional and doesn't have to be complete. For instance in St. Cloud they only sent two subwatersheds that they specifically wanted to track.
- We will also upload the city limits of La Crescent so that we can parse out your storm drains from all others in the site. I already have the boundaries for all cities in Minnesota, so we're good on that!
- Annual membership fee. This is based on population, at \$0.05/person. For La Crescent, this is \$250 annually. This grants you access to data collected through Adopt-a-Drain, detailed below, and helps cover our ongoing maintenance of the program.
- Startup cost for a new member. For a small single city, this usually comes in at \$350, to cover our time to work with the data and get everything set up on the backend of the website.

Benefits of the program, covered by the annual membership fee:

- Access to data collected through an administrative portal on the website. You're able to view the participants in the program, what drains have been adopted, and the amount of debris collected. We will send you an annual report that summarizes this data; otherwise, you're able to view it at any time during the year.
- We communicate regularly with all participants in Minnesota through a monthly email newsletter with tips, reminders, and stories. We answer any questions sent directly to us about disposing of debris, etc. We also maintain social media accounts on Facebook and Instagram where we post every day.
- We send out an annual reporting reminder postcard. About 45% of participants report their work.
- Access to customizable promotional materials to use online or print yourself. Printed materials and signs will be an extra fee above the membership.
- If you'd like to send a welcome packet and small yard sign to everyone who signs up in the program, Hamline can manage this for \$14/participant. You can also order signs to mail or distribute on your own if this works better for you.



# 3.3



TO: City Council

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: July 19th, 2021

RE: Carbon-Neutral Energy Resolution

The GreenSteps committee has reviewed the Carbon-Neutral Energy Resolution. The GreenSteps committee is recommending that the city council adopt the Carbon-Neutral Energy Resolution. As a resolution the language included is non-binding. The resolution fits with the community vision statement from the Partners in Energy plan. Included with the resolution are examples of over 160 cities across the US who have adopted similar resolutions.

Establish a goal to meet 100 percent of community-wide energy needs with carbon-neutral energy by 2040.

Resolution of the City Council of the City of La Crescent in support of 100 percent carbon-neutral energy

WHEREAS, too much of Minnesota's energy comes from fossil fuels that pollute our air and water and alter our climate; and,

WHEREAS, there is overwhelming scientific consensus that climate change is a real and major threat to human civilization and is caused primarily by the combustion of fossil fuels; and

WHEREAS, the greatest burden resulting from an inadequate response to climate change will be borne by young people, future generations, and the poorest and most vulnerable communities around the globe; and

WHEREAS, Minnesota communities are already feeling the impacts of climate change; and,

WHEREAS, Xcel energy, the largest provider of power to La Crescent, has committed to 100 percent carbon-free energy by 2050 (1); and,

WHEREAS, the City of La Crescent is already taking action to reduce its municipal carbon emissions and promote clean energy, including becoming a MN Green Steps city, B3 Benchmarking, solar PV installations on municipal buildings, retrofitting of LED lights, and purchase of solar electricity credits; and,

WHEREAS, carbon-free energy has brought many benefits to Minnesota, including reduced pollution (2), tens of thousands of clean energy jobs (3), and more of our energy dollars retained in the local economy; and

WHEREAS, Minnesota has historically been a leader in the fight against climate change (4), and has a responsibility to continue to set a positive example for other states and countries to follow; and

WHEREAS, the City of La Crescent can get 100 percent of its municipal electric energy needs from clean, carbon-free energy sources by 2030 (5);

THEREFORE, BE IT RESOLVED by the City Council of the the City of La Crescent, in the County of Houston, state of Minnesota, that the City of La Crescent should commit to a goal of 100 percent clean, carbon-neutral energy, and move as quickly as economically feasible to achieve that goal;

To meet the goal of 100 percent carbon-neutral energy the city will aspire to:

- Meet 100 percent of its municipal electric energy needs from carbon-free energy sources by 2030.
- Meet 100 percent of the community's electric energy needs from carbon-neutral energy resources by 2035.
- Achieve net-zero emissions of communitywide energy use by 2050.
- City officials and city staff will consider all municipal decisions in light of whether they will bring the city and its residents, businesses, and institutions closer to 100 percent carbon-neutral energy generation and use.

BE IT FURTHER RESOLVED that leaders in the Legislature and statewide elected and appointed officials are urged to do everything in their power to bring Minnesota closer to 100 percent carbon-free energy, and ensure that the benefits of carbon neutral energy are realized by Minnesota residents from all walks of life.

Footnotes:

1. [https://www.xcelenergy.com/carbon\\_free\\_2050](https://www.xcelenergy.com/carbon_free_2050)
2. <https://www.pca.state.mn.us/air/greenhouse-gas-emissions-data>
3. <https://mn.gov/commerce/media/news/?id=17-371481>
4. [pca.state.mn.us/air/state-and-regional-initiatives](https://pca.state.mn.us/air/state-and-regional-initiatives)
5. Currently the City of La Crescent gets over 75% of municipal electric needs from carbon-free energy sources
6. [https://lacrossetribune.com/news/local/la-crosse-looks-to-be-renewable-by/article\\_16e33384-e4b0-57c8-a962-90bc62166c30.html](https://lacrossetribune.com/news/local/la-crosse-looks-to-be-renewable-by/article_16e33384-e4b0-57c8-a962-90bc62166c30.html)
7. [https://www.postbulletin.com/magazines/radish/rochester-aims-for-renewable-energy/article\\_44e7d4e2-22e7-11e8-9ccc-335432ac7efe.html](https://www.postbulletin.com/magazines/radish/rochester-aims-for-renewable-energy/article_44e7d4e2-22e7-11e8-9ccc-335432ac7efe.html)

Over 160 U.S. Cities have adopted a clean energy or carbon free energy resolution:

Kansas City, MO is committed to 100% clean, renewable energy community-wide by 2050.
Fayetteville, AR is committed to 100% clean, renewable electricity community-wide by 2050 and for city operations by 2030.
Rock Port, MO has been powered by 100% clean, renewable electricity since 2008.
St. Louis, MO is committed to 100% clean, renewable electricity community-wide by 2035.
Norman, OK is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Greensburg, KS committed to 100% clean, renewable electricity community-wide in 2010 and has been powered by 100% since 2013.
Denton, TX is committed to 100% clean, renewable electricity community-wide by 2022.
Middleton, WI is committed to 100% clean, renewable electricity community-wide by 2040 and for heating and transportation by 2050.
La Crosse, WI is committed to 100% clean, renewable energy community-wide by 2050.
In 2019, the Madison Metropolitan School District became the first school district in Wisconsin to commit to 100% clean energy by 2040.
Madison, WI is committed to 100% clean, renewable electricity community-wide by 2050.
Monona, WI is committed to 100% clean, renewable electricity community-wide by 2040 and for heating and transportation by 2050.
Chicago, IL is committed to 100% clean, renewable electricity community-wide by 2035 and for a 100% renewable public transit fleet by 2040.
Evanston, IL is committed to 100% clean, renewable electricity community-wide by 2030 and for heating and transportation by 2050.
Louisville, KY is committed to 100% clean, renewable energy community-wide by 2040.
As of 2020, District 197 in Mendota Heights became one of the first school districts in Minnesota to commit to 100% clean, renewable electricity.

St. Louis Park, MN is committed to 100% clean, renewable electricity community-wide by 2030.
St. Paul, MN is committed to 100% clean, renewable electricity community-wide by 2030.
St. Louis Park School District becomes one of the first school districts in the Minneapolis metro area to commit to 100% clean energy and net zero greenhouse gas emissions by 2040.
Minneapolis, MN is committed to 100% clean, renewable electricity community-wide by 2030 and for city operations by 2022.
Eau Claire, WI is committed to 100% clean, renewable energy community-wide by 2050.
Parents, students, and teachers of Mounds View Public Schools mobilized to get the school board to pass a resolution committing to 100% clean, renewable energy by 2030.
Cincinnati, OH is committed to transitioning to 100% renewable electricity community-wide by 2035.
Georgetown, TX committed to 100% clean, renewable electricity community-wide in 2015 and has been powered by 100% since 2018.
Pueblo County, CO is committed to 100% clean, renewable electricity county-wide by 2035.
Pueblo, CO is committed to 100% clean, renewable electricity community-wide by 2035.
Abita Springs, LA is committed to 100% clean, renewable electricity community-wide by 2030.
Denver, CO is committed to 100% clean, renewable electricity community-wide by 2030.
Lafayette, CO is committed to 100% clean, renewable electricity community-wide by 2030.
Longmont, CO is committed to 100% clean, renewable electricity community-wide by 2030.
Golden, CO is committed to 100% clean, renewable electricity community-wide by 2030 and for heating and transportation by 2050.
Fort Collins, CO is committed to 100% clean, renewable electricity community-wide by 2030.
Boulder, CO is committed to 100% clean, renewable electricity community-wide by 2030.
Eagle Nest, NM is committed to 100% clean, renewable electricity community-wide by 2030.
Grove City, OH is committed to 100% clean, renewable electricity community-wide by 2022
Angel Fire, NM is committed to 100% clean, renewable electricity community-wide by 2030.
Red River, NM is committed to 100% clean, renewable electricity community-wide by 2030.
Atlanta, GA is committed to 100% clean, renewable electricity community-wide by 2035.
Columbus, OH is committed to 100% clean, renewable electricity community-wide by 2022
Nederland, CO is committed to 100% clean, renewable electricity community-wide by 2025.
Taos Ski Valley, NM is committed to 100% clean, renewable electricity community-wide by 2030.
Clarkston, GA is committed to a 100% clean, renewable energy community-wide by 2050.
Questa, NM is committed to 100% clean, renewable electricity community-wide by 2030.
Taos, NM is committed to 100% clean, renewable electricity community-wide by 2030.
Taos County, NM is committed to 100% clean, renewable electricity county-wide by 2030.
Summit County, CO is committed to 100% clean, renewable electricity community-wide by 2035.
Breckenridge, CO is committed to 100% clean, renewable electricity community-wide by 2035.
Silverthorne, CO is committed to 100% clean, renewable electricity community-wide by 2035.
Frisco, CO is committed to 100% clean, renewable electricity community-wide by 2035.
Traverse City, MI is committed to 100% clean, renewable electricity community-wide by 2040.

New Mexico is committed to 100% clean, renewable electricity by 2045 and 80% by 2040 through SB489, the Energy Transition Act
Athens, GA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Buncombe County, NC is committed to 100% clean, renewable energy county-wide by 2042 and for municipal operations by 2030.
Aspen, CO committed to 100% clean, renewable electricity community-wide in 2007 and has been powered by 100% since 2015.
Petoskey, MI is committed to 100% clean, renewable electricity community-wide by 2040.
Lakewood, OH is committed to 100% clean, renewable energy community-wide by 2035.
Cleveland, OH is committed to 100% clean, renewable electricity community-wide by 2050.
South Euclid, OH is committed to 100% clean, renewable electricity community-wide by 2035
Durango, CO is committed to 100% clean, renewable electricity community-wide by 2050.
Augusta, GA is committed to 100% clean, renewable electricity community-wide by 2050.
Blacksburg, VA is committed to 100% clean, renewable electricity community-wide by 2050.
Tallahassee, FL is committed to 100% clean, renewable energy community-wide by 2050 and for city operations by 2035.
Floyd County, VA is committed to 100% clean, renewable energy community-wide by 2050.
Columbia, SC is committed to 100% clean, renewable electricity community-wide by 2036.
Castle Valley, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Moab, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Unincorporated Grand County, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Savannah, GA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Hillsborough, NC is committed to 100% clean, renewable energy community-wide by 2050.
Orange County, NC is committed to 100% clean, renewable energy county-wide by 2050.
Chapel Hill, NC is committed to 100% clean, renewable energy community-wide by 2050.
Apex, NC is committed to 100% clean, renewable energy community-wide by 2050.
Wake County, NC is committed to 100% clean, renewable energy community-wide for electricity, heating and transportation by 2050.
Gainesville, FL is committed to 100% clean, renewable electricity community-wide by 2045.
State College, PA is committed to 100% clean, renewable energy community-wide by 2050.
Fredericksburg, VA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Virginia is committed to 100% clean, renewable electricity by 2050 through the Virginia Clean Economy Act.
Francis, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Kamas, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Oakley, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Arlington, VA is committed to 100% renewable electricity community-wide by 2035 and for County government operations by 2025.

Washington, D.C. is committed to 100% clean, renewable electricity by 2032 through the Clean Energy D.C. Omnibus Act of 2018.
Coalville, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Unincorporated Summit County, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Park City, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Alta, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Orem, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Dunedin, FL is committed to 100% clean, renewable electricity community-wide by 2050.
Safety Harbor, FL is committed to 100% clean, renewable energy community-wide by 2050.
Emigration Canyon, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Largo, FL is committed 100% clean, renewable electricity community-wide by 2035.
Cottonwood Heights, UT is committed to 100% clean, renewable energy community-wide by 2030 and for city operations by 2022.
Holladay, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Millcreek, UT is committed to 100% clean, renewable electricity community-wide by 2030.
The Salt Lake City School District Board unanimously passed a student-led resolution that established the goal of moving all district buildings to 100% clean electricity by 2030, and off of all fossil fuels for heating and transportation by 2040.
Unincorporated Salt Lake County, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Salt Lake City, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Bluffdale, UT is committed to 100% clean, renewable electricity community-wide by 2030.
West Jordan, UT is committed to 100% clean, renewable electricity community-wide by 2030.
West Valley City, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Kearns, UT is committed to 100% clean, renewable electricity community-wide by 2030.
St. Petersburg, FL is committed to 100% clean, renewable electricity community-wide by 2035.
Ogden, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Orlando, FL is committed to 100% clean, renewable electricity community-wide by 2050.
Sarasota, FL is committed to 100% clean, renewable electricity community-wide by 2045.
Reading, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Downingtown Borough, PA is committed to 100% clean, renewable energy community-wide by 2035 and for heating and transportation by 2050.
Kennett Township, PA is committed to 100% clean, renewable energy community-wide by 2035 and for heating and transportation by 2050.
West Vincent Township, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
East Bradford Township, PA is committed 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Uwchlan Township, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
West Chester Borough, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating

and transportation by 2050.
East Pikeland Township, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Phoenixville Borough, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Schuykill Township, PA is committed to is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Tredyffrin Township, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Radnor Township, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Upper Merion Township, PA is committed to 100% clean, renewable electricity community-wide by 2030 and for heating and transportation by 2040.
West Norriton Township, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Norristown Borough, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Springdale, UT is committed to 100% clean, renewable electricity community-wide by 2030.
Haverford Township, PA is committed 100% clean, renewable electricity community-wide by 2035 and for heat and transportation by 2050.
Plymouth Township, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Conshohocken Borough, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Narberth Borough, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Whitemarsh Township, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Ambler Borough, PA is committed to is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Springfield Township, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Philadelphia, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Satellite Beach, FL is committed to 100% clean, renewable electricity community-wide by 2050.
Doylestown Township, PA is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Cheltenham Township, PA is committed to 100% clean, renewable electricity community-wide by 2030 and for heating and transportation by 2050.
Ivins, UT is committed to 100% clean, renewable electricity community-wide by 2030.
New Brunswick, NJ is committed to 100% clean, renewable electricity community-wide by 2035.
Helena, MT is committed to 100% clean, renewable electricity community-wide by 2030.
Blaine County, ID is committed to 100% clean, renewable energy community-wide by 2045

New York is committed to 100% clean, renewable energy by 2040 through the Climate Leadership and Community Protection Act.
Windsor, MA is committed to 100% clean, renewable energy community-wide by 2050.
South Miami, FL is committed to 100% clean, renewable energy community-wide by 2040.
Missoula, MT is committed to 100% clean, renewable electricity community-wide by 2030.
Northampton, MA is committed to 100% clean, renewable energy community-wide by 2050.
Burlington, VT committed to 100% clean, renewable energy community-wide in 2012
Southampton, NY is committed to 100% clean, renewable electricity community-wide by 2025.
Amherst, MA is committed to 100% clean, renewable energy community-wide by 2050.
The Lyme-Old Lyme Board of Education committed to 100% clean energy by 2030, and to phase out all fossil fuels for heating, cooling, cooking, and transportation by 2040.
East Hampton, NY is committed to 100% clean, renewable electricity community-wide by 2022 and for heating and transportation by 2030.
Keene, NH is committed to 100% clean, renewable electricity community-wide by 2030 and for heating and transportation by 2050.
Cornish, NH is committed to 100% clean, renewable electricity community-wide by 2030 and for heating and transportation by 2050.
Plainfield, NH is committed to 100% clean, renewable electricity community-wide by 2030 and for heating and transportation by 2050.
Boise, ID is committed to 100% clean, renewable electricity community-wide by 2035.
Hanover, NH is committed 100% clean, renewable electricity community-wide by 2030 and for heating and transportation by 2050.
Concord, NH is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2030.
Lowell, MA is committed to 100% clean, renewable energy community-wide for electricity, heating and transportation by 2035.
Cambridge, MA is committed to 100% clean, renewable energy community-wide for electricity, heating and transportation by 2035.
La Mesa, CA is committed to 100% clean, renewable electricity community-wide by 2035.
Chula Vista, CA, is committed to 100% clean, renewable electricity community-wide by 2035.
Encinitas, CA is committed to 100% clean, renewable electricity community-wide by 2030.
Solana Beach, CA is committed to 100% clean, renewable electricity community-wide by 2035.
Del Mar, CA is committed to 100% clean, renewable electricity community-wide by 2035.
San Diego, CA is committed to 100% clean, renewable electricity community-wide by 2035.
Maine is committed to 100% clean, renewable electricity by 2050 and 80% by 2030 through LD 1494.
Spokane, WA is committed to 100% clean, renewable electricity community-wide by 2030.
South Pasadena, CA hcommitted to 100% clean, renewable electricity community-wide in 2018 and has been powered by 100% since 2019.
Los Angeles, CA is committed to 100% clean, renewable electricity community-wide by 2045 and for heating and transportation by 2050.
The Los Angeles Unified School Board passes resolution for 100% clean energy by 2030, phase-out gas for HVAC, and electrify the school bus fleet by 2040 - the first school district commitment of its kind.



West Hollywood, CA committed to 100% clean, renewable electricity community-wide in 2018 and has been powered by 100% since 2019.
Culver City, CA committed to 100% clean, renewable electricity community-wide in 2018 and has been powered by 100% since 2019.
Rolling Hills Estates, CA committed to 100% clean, renewable electricity community-wide in 2018 and has been powered by 100% since 2019.
Nevada is committed to 100% clean, renewable electricity by 2050 and 50% by 2030 through SB358
Santa Monica, CA committed to 100% clean, renewable electricity community-wide in 2018 and has been powered by 100% since 2019.
South Lake Tahoe, CA is committed to 100% clean, renewable electricity community-wide by 2032.
Thousand Oaks, CA has been powered by 100% clean, renewable electricity community-wide since 2019.
Truckee, CA is committed to 100% clean, renewable electricity community-wide by 2030 and for heating and transportation by 2050.
Ojai, CA committed to 100% clean, renewable electricity community-wide in 2017 and has been powered by 100% since 2019.
Oxnard, CA committed to 100% clean, renewable electricity community-wide in 2018 and has been powered by 100% since 2019.
Unincorporated Ventura County, CA committed to 100% clean, renewable electricity community-wide in 2018 and has been powered by 100% since 2019.
Ventura, CA committed to 100% clean, renewable electricity community-wide in 2018 and has been powered by 100% since 2019.
Santa Barbara, CA is committed to 100% clean, renewable electricity community-wide by 2030.
Goleta, CA is committed to 100% clean, renewable electricity community-wide by 2030.
Nevada City, CA is committed to 100% clean, renewable electricity community-wide by 2030 and for heating and transportation by 2050.
San Luis Obispo, CA committed to 100% clean, renewable electricity community-wide in 2018 and has been powered by 100% since 2020.
California is committed to 100% clean, renewable electricity by 2045 through SB 100.
San Jose, CA is committed to 100% clean, renewable electricity community-wide by 2022.
Monterey, CA committed to 100% clean, renewable electricity community-wide in 2017 and has been powered by 100% since 2018.
Palo Alto, CA committed to 100% clean, renewable electricity community-wide in 2013 and has been powered by 100% since 2017.
Menlo Park, CA is committed to 100% clean, renewable electricity community-wide by 2030.
Berkeley, CA is committed to 100% clean, renewable energy community-wide for electricity, heating, and transportation by 2030.
Portola Valley, CA has been powered by 100% clean, renewable electricity community-wide since 2017.
San Francisco, CA is committed to 100% clean, renewable electricity community-wide by 2030.
Multnomah County, OR is committed to 100% clean, renewable electricity county-wide by 2035 and for heating and transportation by 2050.
Milwaukie, OR is committed to 100% clean, renewable energy community-wide by 2035 and for heating and transportation by 2050.

Portland, OR is committed to 100% clean, renewable electricity community-wide by 2035 and for heating and transportation by 2050.
Edmonds, WA is committed to 100% clean, renewable electricity community-wide by 2025.
Washington is committed to 100% clean, renewable electricity by 2045 through SB 5116.
Whatcom County, WA is committed to 100% clean, renewable electricity county-wide by 2050.
Eureka, CA is committed to 100% clean, renewable electricity community-wide by 2025.
Puerto Rico is committed to 100% clean, renewable electricity
Kodiak Island, AK committed to 100% clean, renewable electricity community-wide in 2005 and has been powered by 100% since 2012.
Hawaii is committed to 100% clean, renewable electricity by 2045 through HB 623.

#3.4



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *BW*  
DATE: July 21, 2021  
RE: Personnel Committee Recommendations

The Personnel Committee has the following recommendations for consideration by the City Council:

1. The Personnel Committee is recommending that the City Council appoint Ryan Quanrud to the position of Training Officer. A copy of the memo from the Fire Chief regarding this recommendation is included.
2. The Personnel Committee is recommending that the City Council accept Jay Meier's resignation as Training Officer. A copy of the memo from the Fire Chief regarding this recommendation is included.
3. The Personnel Committee is recommending that the City Council accept Isaiah Bunke's resignation as a Police Officer, a copy of which is included.
4. The Personnel Committee is recommending that the City Council promote part-time Police Officer Roth Clark to full-time status to fill the vacancy created by Isaiah Bunke's resignation. Pursuant to the terms and conditions of the union contract, Mr. Clark would serve a 12-month probationary period.



## ***La Crescent Fire/Rescue***

To: Personnel Committee  
La Crescent City Council  
Bill Waller – City Administrator

From: Chief Tom Paulson

Date: June 29, 2021

RE: Training Officer Position

Due to the transfer of Cassandra Buehler to the position of Deputy Fire Marshal, her previous position of Training/Safety officer was vacated. The position was posted in accordance to the department's rules and regulations. I received letters of interest from two candidates. I formed a hiring committee of Assistant Chief/Fire Marshal Josh Tarrence and Assistant Chief Terry Meyer to conduct the hiring process.

The committee selected Ryan Quanrud for the position of Training Officer. Ryan has been with the department since 2017 as a Fire Fighter/First Responder and brings several years fire, police and ambulance service to the role.

As Chief, I recommend Ryan Quanrud to be appointed to the position Training Officer pending your approval.

Sincerely,

Tom Paulson  
Fire Chief  
La Crescent Fire Department



## ***La Crescent Fire/Rescue***

To: Personnel Committee  
La Crescent City Council  
Bill Waller – City Administrator

From: Chief Tom Paulson

Date: July 21, 2021

RE: Training Officer Resignation

Jay Meier has tendered his resignation from the position of Training Officer, citing personal reasons. The department accepts his resignation effective July 10, 2021.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Paulson", with a stylized flourish above it.

Tom Paulson  
Fire Chief  
La Crescent Fire Department

07/13/2021

La Crescent Police Department  
315 Main St.  
La Crescent, MN 55947

Chief of Police Douglas Stavenau,

I am writing you to formally notify you of my resignation from the La Crescent Police Department as a Patrol Officer. My last day of work will be 07/27/2021. I have been offered and accepted a position with the Houston County Sheriff's Office as a Patrol Deputy.

I would like to thank you for the knowledge and experience I gained while working for the La Crescent Police Department. Your positive leadership and transparency was and will continue to be appreciated.

It has been an honor to serve the La Crescent Community and work side by side with the City of La Crescent staff. I wish you nothing but continued success and safety.

Sincerely,

A handwritten signature in black ink, appearing to read 'Isaiah Bunke', with a stylized, flowing script.

Isaiah Bunke #306  
La Crescent Patrol Officer

CC: City Administrator & City Council Members.

#3.5



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *BW*  
DATE: July 20, 2021  
RE: Commission Resignations/Appointments

Attached is Linda Larson's resignation from the Planning Commission. We would suggest that the City Council accept Ms. Larson's resignation, and appoint Ryan Stotts to fill the vacancy on the Planning Commission.

Regarding the vacancy on the Park & Recreation Commission, we would suggest that the City Council appoint Linda Gasper to fill the vacancy that was created when Mike Limberg resigned.

**July 8, 2021**

Mayor Poellinger  
City of La Crescent  
315 Main St  
La Crescent, MN 55947

**Dear Mayor Poellinger,**

It is with regret that I submit this letter of resignation for my board position on the City of La Crescent's Planning Commission. It has been a wonderful experience to serve. Our family now spends 5 months away from La Crescent, making it impossible to attend meetings in person. Since March, 2020 in spite of COVID, I was still able to stay in touch via Zoom, but now that the executive order has ended I will not. August, 2021 will be the last planning Commission meeting I will be able to attend.

If feel I could be helpful by serving on the Park and Recreation Committee especially since they are updating their plan. If this is an option, please consider me for that position. I would be happy to apply.

Sincerely,

A handwritten signature in cursive script that reads "Linda Larson".

**Linda Larson**

225 N 4<sup>th</sup> St | 608-790-2580 | ljl Larson55@msn.com



#3.6



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator   
DATE: July 20, 2021  
RE: Proposal to Update City's Comprehensive Park & Recreation Plan

Attached for review and consideration by the City Council is a proposal from MSA to update the City's 2012 Comprehensive Park & Recreation Plan. For City Council information, in 2016 MSA completed the City's Comprehensive Plan, and in 2017 MSA completed both the City's Blufflands Plan and the City's Downtown Vision and Strategic Plan.

The City's Park and Recreation Commission and the City's Natural Resource Advisory Group have reviewed the proposal, and both are recommending that the City Council accept the proposal and proceed with the project.

A number of changes/improvements have occurred since the 2012 plan was completed. These include the following:

- The City purchased the Stoney Point property.
- The 1<sup>st</sup> and 2<sup>nd</sup> phases of the Wagon Wheel project have been completed, and the 3<sup>rd</sup> phase will hopefully begin soon.
- The City has acquired Crescent Valley Park and Wieser Park.
- The Blue Lake canoe/kayak access has been completed.
- Veterans Park has been reconfigured and the Veterans Park trail extension to Eagles Bluff Park has been completed.
- The aquatic center, tennis courts and parking lot improvements have all been completed at Frank J. Kistler Memorial Park.

This is probably not an exhaustive list, but it is representative of the many improvements that have occurred over the last 10 years.

The project will be expanded to include a thorough review and recommendations of the City's natural spaces. This component has not been included in earlier Park & Recreation Plans.

In order to proceed with the project, we would suggest that the City Council accept the proposal submitted by MSA, and amend the 2021 general fund budget to reflect the expenditure.



## Professional Services Agreement

This AGREEMENT (Agreement) is made today 06/10/2021 by and between CITY OF LA CRESCENT (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

**Project Name:** La Crescent Comprehensive Park & Recreation Plan Update

**The scope of the work authorized is:** See Attachment A

**The schedule to perform the work is:** Approximate Start Date: 09/01/2021  
Approximate Completion Date: 04/30/2022

**The lump sum fee for the work is:** \$51,200

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a lump sum basis.

**Approval:** Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

### CITY OF LA CRESCENT

\_\_\_\_\_  
Bill Waller  
City Administrator  
Date: \_\_\_\_\_

### MSA PROFESSIONAL SERVICES, INC.

\_\_\_\_\_  
*Jason Valerius*  
Jason Valerius  
Team Leader  
Date: 6/10/2021

\_\_\_\_\_  
*Rebecca Binz*  
Becky Binz  
Planner  
Date: 6/10/2021

315 Main Street  
La Crescent, MN 55947  
Phone: 507-895-4668

1702 Pankratz St.  
Madison, WI 53704  
Phone: 608-242-6629

## MSA PROFESSIONAL SERVICES, INC. (MSA) – GENERAL TERMS AND CONDITIONS OF SERVICES

1. The quoted fees and scope of services constitute the best estimate of the fees and tasks required to perform the services as defined. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction which may alter the scope. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required.

2. MSA will bill the OWNER monthly with net payment due upon receipt. Past due balances shall be subject to an interest charge at a rate of 12% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

3. Costs and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

4. MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other decisions made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not guarantee that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

5. This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work of the contractors or subcontractors.

6. In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, and use a level of effort consistent with current professional standards in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

7. This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the

termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

8. The OWNER agrees to clarify and define project requirements and to provide such legal, accounting and insurance counseling services as may be required for the project.

9. MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

10. Reuse of any documents and/or services pertaining to this project by the OWNER or extensions of this project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

11. To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, agents, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, agents, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

12. OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect, unless OWNER and MSA mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in any state or federal court having jurisdiction.

13. This agreement shall be construed and interpreted in accordance with the laws of the State of Wisconsin.

14. OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Wisconsin for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be, at MSA's option, Sauk County, Wisconsin, or any county in which MSA has an office.

15. This agreement contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.



## SCOPE OF WORK – LA CRESCENT COMPREHENSIVE PARK & RECREATION PLAN UPDATE

May 5, 2021

### Project Overview

We understand the City of La Crescent would like to engage a consultant to update its 2012 Comprehensive Park & Recreation Plan (CPRP) to reflect changes in the community since that effort, and plan for future changes in the community. To this end we will take a deep dive into the City's park system to ensure the community has the parks it needs and connected assets within the community now and in the future. The planning process will be an iterative one with the Park and Recreation Commission (PRC), and include evaluating your needs and wants, first with a standard assessment and then by seeking the opinions and preferences of residents. The plan will include master plans and more extensive recommendations for the following parks: 1 – Eagles Bluff Park, 2 – Vollenweider/Vetsch/Stoney Point Park and 3 – Horse Track Meadows Development. The planning effort will result in an updated parks and recreation system vision for the City, cost estimates tied to a prioritized list of improvements, and funding and partnership strategies to set the City up for implementation success.

### Project Committee and Oversight

We anticipate working with the PRC to offer guidance on the process, review materials prepared, plan for public engagement, and recommend the draft plan for adoption consideration. We further anticipate that the City Administrator will be our primary point of contact for arranging meetings and will attend PRC meetings.

### Phase 1: Outline Mission, Goals, and Objectives (September 2021)

#### Task 1.1: In-Person PRC Meeting #1 (Week of 9/6/2021)

MSA will conduct an in-person kickoff meeting with the PRC to:

- Verify the project schedule and deliverables.
- Discuss draft community survey and outreach methodologies.
- Plan for the first public open house event and public walking tour.
- Discuss issues, opportunities and desired improvements within the City's park system.

During the time between the first and second PRC meetings, we will invite members of the Commission to individually, or as a group, tour the City's parks (without MSA present). We will provide a Park Assessment Form which will ask Commission members to identify improvement projects considering a number of aspects per park.

#### Task 1.2: Existing Conditions Documentation

MSA will create base maps and complete a desktop review of utilities, topography, slopes, wetland/floodplain for the three master planning sites. MSA will also review the following plans and incorporate applicable recommendations and policies into the CPRP:

- 2012 La Crescent Comprehensive Park & Recreation Plan
- 2016 La Crescent Comprehensive Plan
- 2016 LAPC Blufflands Plan
- 2017 La Crescent Blufflands Plan

### Phase 2: Update Park Standards and Inventory (September-October 2021)

#### Task 2.1: Park Inventory & Assessment

MSA will tour the City's parks to complete an inventory and evaluation of existing park facilities. MSA will utilize existing data provided by the City related to the type of facilities and year built and supplement this data with a general evaluation of existing park facilities through on-site observation. This information will

be used to assist with the development of recommendations for maintenance, replacement or new facilities.

#### **Task 2.2: Geographic/Locational Analysis**

- Map 1 - Existing Parks and Trails. A map of the location of existing City parks and trails using available GIS data. This map will also include the locations of county, state and federal park and recreational lands/facilities in or adjacent to the City.
- Map 2 - Park Facility Distribution. A map visually depicting the type of recreational facilities available in each City park, including whether the facilities are lighted. This map is useful in determining where portions of the City may, or will be underserved or overserved by certain types of amenities.
- Map 3 - Park Service Areas. A map identifying service areas for each City park.
- Map 4 - Potentially Underserved Areas. A heat map combining population density and park service areas to identify places in the community which are underserved by parks, and parks which might require additional maintenance and repair due to heavy use.

#### **Task 2.3: Quantitative Analysis**

MSA will analyze the amount of parkland per person available to City residents based on current and estimated population projections. The results of this analysis will indicate projected deficits or surpluses of total park land, in five-year increments, through 2040. MSA will also compare this data to that of similar sized communities using the National Recreation and Park Association's latest metrics.

### **Phase 3: Public Engagement/Qualitative Analysis (September-November 2021)**

#### **Task 3.1: Staff Meeting #1**

For all PRC meetings for this project, MSA proposes the following sequence of staff meetings via conference call, email, or Skype:

- Three weeks before PRC meeting - transmit draft meeting materials to staff for review.
- Two weeks before PRC meeting - audio or video conference call with staff to review materials.
- One week before PRC meeting - transmit to staff for delivery to PRC revised draft materials as necessary and a summary memo highlighting important topics for discussion.

#### **Task 3.2: Virtual PRC Meeting #2 (November)**

MSA will meet with the PRC to:

- Review public feedback (survey, community input mapping, walking tour, and open house)
- Review Maps 1-4 and summary results of Phase 2
- Discuss community needs regarding the three sites that master plans will be prepared for

#### **Task 3.3: Online Community Survey**

We propose using an online survey (administered via Survey Monkey) to gather opinions about existing and desired park and recreation facilities and programming. The survey would be available for three to four weeks. MSA will provide a summary report of the survey results. Results will be used to gauge user preferences and determine potential changes or additions to parks to better serve the population.

#### **Task 3.4: Community Input Mapping**

We will provide a sharable link to an online map to allow the public to identify concerns with existing park and trail amenities as well as suggest locations for new ones. This application allows anyone, at any time and anywhere convenient for them to take part in the planning process.

#### **Task 3.5: Public Walking Tour (9/25/21 or 10/2/21)**

We will invite the Natural Resources Advisory Group and the public to walking tours at Eagles Bluff Park and Stoney Point on the same day – these two tours will be spaced out so people can attend both if they wish. The tours will include a brief presentation on the project and focus on soliciting what the public views as opportunities at each of the sites.

**Task 3.6: Public Open House (First Open House to occur 10/5/2021 or 10/12/21)**

We are proposing two events for the public to provide in-person feedback. For the first event we will set up a tent at an existing event, such as the Farmer's Market. This goal of this first event is to gauge needs and concerns of residents through displayed maps and polling questions. The second event will be held near the end of the planning process to ask for feedback on draft plan recommendations and concepts. For the second public meeting we are proposing a more traditional public open house event where people can drop into the meeting, voice their opinions and leave. The event will include a brief orientation with several interactive stations.

**Task 3.7: Stakeholder Focus Group**

We will hold one virtual focus group with representatives from private sports and outdoor recreation organizations who regularly use City parks to discuss park and recreation needs.

**Phase 4: Conceptual Plans (November 2021-January 2022)****Task 4.1: Develop Conceptual Master Plans and Recommendations**

After the completion of the Park Inventory and Assessment and initial public engagement, MSA will develop Conceptual Plans for 1 – Eagles Bluff Park, 2 – Vollenweider/Vetsch/Stoney Point Park and 3 – Horse Track Meadows Development. This will include schematic level construction cost estimates to guide budget discussions as improvements occur. Recommendations for the sites will address:

- forestry and vegetation management
- invasive species management
- viewshed/overlook maintenance
- access and parking
- trail locations and uses
- other recreational uses
- shelters and restrooms
- signage
- incorporation of solar/renewable energy facilities (Vollenweider/Vetsch/Stoney Point Park)

Preliminary concepts will provide a schematic level layout of proposed park improvements and general recommendations.

**Phase 5: Preliminary Recommendations (December 2021-February 2022)****Task 5.1 Preliminary Park Needs**

We will develop a list of proposed park and recreation improvements by park. These proposed improvements will be based on the work completed in Phases 1-4 and local and national trends.

**Task 5.2: Staff Meeting #2**

MSA will facilitate a virtual meeting with staff to review preliminary concept plans and recommendations. Edits will be made to the concept plans and recommendations based on feedback obtained from this meeting.

**Task 5.3: Virtual PRC Meeting #3**

MSA will facilitate a virtual meeting with the PRC to review preliminary concept plans and recommendations. Edits will be made to the concept plans and recommendations based on feedback obtained from this meeting.

**Phase 6: Draft Plan (February-March 2022)****Task 6.1: Plan Development**

MSA will draft the La Crescent Comprehensive Park and Recreation Plan, including master plans for the three selected sites, which will include the following chapters:

- Executive Summary: A clear and concise synopsis of park needs and recommendations.
- Chapter 1—Introduction: Summary of the purpose of the plan and summary of the planning process.
- Chapter 2—Description of La Crescent: Matrix of existing parks and open space throughout the City including location, existing characteristics, classification, and amenities; Map 1 (Existing



Parks and Trails); summary of local recreational facilities not owned or operated by the City; summary of significant natural resources such as waterways, greenways, topography and woodlands; summary of existing and projected demographics; summary of other applicable planning efforts/studies and their impact on park planning.

- Chapter 3—Goals and Strategies: An update of the previous CPRP's outdoor recreation principals and objectives. Updated goals and strategies will be based on City staff and PRC input, best practices, and alignment with the National Recreation and Park Association's Three Pillars: Conservation, Social Equity and Health/Wellness.
- Chapter 4—Analysis of Park Needs and Demands: A summary of the quantitative, geographic, and qualitative analyses completed in Phases 1-3, including Map 2 (Facility Distribution), Map 3 (Park Service Areas and Populations Served) and Map 4 (Potentially Underserved Areas). Determine gaps and deficiencies based on projected future needs. A summary of current and emerging trends in recreation facilities and programming demand (state, NRPA, peer communities).
- Chapter 5—Recommendations:
  - Existing Parks. MSA will create a one- to two-page summary sheet for each existing park similar to the spread view shown below. The spread will include the following information: name of park; address; park acreage; park type; a summary table of existing facilities including year installed (as provided by staff); any current issues; a summary table of recommendations including priority (e.g. low, medium, high) and planning-level cost estimates. The two-page spread will also include a picture and a map of each park.
  - New Park Facilities. MSA will summarize areas proposed for future City parks, or expansions to existing parks, and new trails as determined through the planning process. MSA will identify the general location of these proposed improvements on Map 5 (Proposed Park and Trail Facilities).
  - Trail Facilities. Identification of proposed trail facility improvements, focusing on connecting existing and proposed multi- use trails to parks and other community facilities, and further focused on upgrading deficient routes currently marked but unsafe for use. These will be depicted on Map 5.
  - Conceptual Master Plans for 3 Selected Sites. MSA will refine the preferred elements of the preliminary concept plans into final conceptual master plans. Recommendations for the sites will address a variety of topics – forestry and vegetation management, invasive management, viewshed maintenance, access and parking, trail locations and uses, other recreational uses, shelters and restrooms, signage, and incorporation of solar/renewable energy facilities.
- Chapter 6—Implementation
  - Capital Improvement Summary. A summary table of recommendations from Chapter 5 outlining recommendations by park, estimated cost (planning level/ballpark cost estimates or cost ranges) and priority.
  - Fee, Funding and Staffing Review. A comparison and benchmark of La Crescent's staffing levels, park revenue and expenses, and park dedication and fee-in-lieu to data from up to four other Minnesota communities of comparable size. This section will include a calculation of the funding the City will need to collect from fee-in-lieu (or another source) to fund new parkland acquisition to meet the needs of new residents.
  - Funding Opportunities. A summary table of common state and federal park grant programs including information on maximum awards and application due dates.
  - Identification of other non-traditional funding options to help mitigate potential funding gaps.
  - Identification of potential partnerships to coordinate regional and other local park and trail planning efforts.
- Appendices:
  - Appendix A: Complete Survey Results and Public Meeting feedback. Chapter 4 will provide an abbreviated summary of the key results from the Community Survey and public meetings.
  - Appendix B: Park and Open Space Classifications/Standards. A summary of classifications and general park system guidelines from the National Park and Recreation Association.
  - Appendix C: Maps. 11 x 17 copies of the following maps:
    - Map 1: Existing Parks and Trails



- Map 2: Park Facility Distribution
- Map 3: Park Service Areas
- Map 4: Potentially Underserved Areas
- Map 5: Proposed Park & Trail Facilities

**Task 6.2: Staff Meeting #3**

MSA will have a check-in with staff to discuss the draft plan. The plan will be updated based on this discussion.

Phase 7: Adoption (April 2022)

**Task 7.1: PRC Meeting #4 (In person)**

MSA will present the final plan to the PRC for review and recommendation to City Council.

**Task 7.2: Planning Commission Meeting (In person)**

MSA will present the final plan to Planning Commission for recommendation to City Council.

**Task 7.3: City Council Presentation (In person)**

MSA will present the final plan for adoption to City Council. We will provide a PDF copy of the plan to the City.

At the City's discretion, Common Council or the Planning Commission could hold a public hearing before adopting the plan.

## SCHEDULE

We anticipate a start date in September 2021 with project completion by April 2022.

## PROJECT COST


The lump sum fee for this scope is \$51,200.

### Optional Costs

All PRC meetings in-person (+\$2,500)

# 3.7



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator   
DATE: July 21, 2021  
RE: Ice Arena Project Change Order

Attached for review and consideration by the City Council is a change order for the Ice Arena Improvement project. The City's Engineer/Architect and representatives from Lancer Youth Hockey are both recommending the following:

1. To address condensation concerns in the future, approve a change to a TPO-SA fully adhered roof at an increase of \$26,330.00 for the high portion of the building. This is the portion of the building that contains the sheet of ice.
2. Do not approve the change in materials and methods for the low portion of the building.
3. Accept alternate #1 and install new downspouts to match the new roof cap at an additional cost of \$1,560.00.
4. Delete the sealant/painting portion of the project which will reduce the project cost by \$30,000.00. Due to the uncertainty of the availability of the product, this item will be revisited in 2022.



# INTERSTATE ROOFING & WTP., INC.

N5544 Commerce Road  
ONALASKA, WISCONSIN 54650

(608) 783-2106  
Fax (608) 783-1900

# PROPOSAL

No 212039

TO: City of La Crescent  
315 Main St.  
La Crescent, MN 55947  
Attn: Bill Waller

PHONE	507-895-2595	DATE	7/14/2021
JOB NAME/LOCATION			
La Crescent Community Arena			
520 South 14th St			
Roof system enhancement due to condensation concerns with ice rink			

We hereby submit specifications and estimates for:

Interstate Roofing & Waterproofing, Inc. disclaims any responsibility for asbestos below the roof.

### Change order summary:

Current system calls for 2.6" Iso to be fastened with existing insulation and plain membrane induction welded.

Fasten existing 4" insulation and adhere new 2.6" polyisocyanurate insulation with Firestone Twin-pak adhesive.

NOTE: insulation on order will require each piece to be field cut in half to meet adhesion requirements adding labor.

Change membrane attachment from white TPO Invisiweld system to white TPO-SA fully adhered system.

Ice arena area: 26,000 sf(high roof) Add \$ 26,330.00

Front entry, storage/ mechanical area: 12,500 sf(low roof): Add \$14,230.00

Alternate 1: Remove existing downspouts and fabricate/ install new to match "Slate Grey" coping color at 12 locations of upper and lower roofs.

Add: \$ 1,560.00

NOTE: Due to the costs of material's changing frequently, this pricing is good for 7 days from receipt of the proposal. Currently, we are 120 days out on receiving materials.

We Propose hereby to furnish material and labor -- complete in accordance with the above specifications, for the sum of:

dollars ( )

Payment to be made as follows: Minimum service charge \$3.00. 1½% Per month on unpaid balance after 30 days. (18% per annum)

This is to advise you that in furnishing labor or materials for the above listed job, Interstate Roofing & Waterproofing, Inc. will maintain construction lien rights on the property and will claim a lien to the extend of all unpaid invoices.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized  
Signature

Note: This proposal may be withdrawn  
by us if not accepted within 7 days.

Signature

Signature

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

#3.8



TO: Honorable Mayor & City Council Members

FROM: Chris Fortsch, Administrative Clerk

A handwritten signature in blue ink, appearing to read "Chris", with a horizontal line underneath.

DATE: July 19, 2021

RE: Liquor License Application

The City has received the following temporary on-sale liquor license application:

1. La Crescent Apple Festival, Inc. – September 16 - 19, 2021 – at Abnet Field

The application appears to be in order, and I would suggest that the City Council approve the application and authorize that it be forwarded to the Minnesota Department of Public Safety.



La Crescent Apple Festival, Inc.

P.O. Box 65 | La Crescent, MN 55947 | (507) 895-2800 | [www.applefestusa.com](http://www.applefestusa.com)

To: City of La Crescent

C/O: Bill Waller

From: Applefest Board of Directors

Date: 7/13/2021

Re: Request for assistance during 2021 73rd Annual Applefest

Dear City of La Crescent,

Applefest would like to formally request the assistance from the City of La Crescent to help coordinate a successful 73rd year of celebrating Applefest. Assistance that we would like includes: help in preparing the carnival area, installing signs, installing stakes and fencing, a water line for the King Apple Tent, use of city garbage cans, picnic tables and trailer, as well as help barricading the staging route for the King Apple Parade, and use of 8 golf carts during the King Apple Parade.

If you have any questions, please do not hesitate to reach out to Tammy Stremcha, King Apple Tent Chair at 608-519-6727.

Thank you in advance for your continued support of the Applefest celebration on September 16-19, 2021.

Tammy Stremcha, on behalf of the Applefest Board of Directors

King Apple Tent Chair

608-519-6727

[beertent@applefestusa.com](mailto:beertent@applefestusa.com)



CITY OF LA CRESCENT

Department of Police

Chief Douglas J. Stavenau

#3.9



July 20, 2021

Honorable Mayor and City Council Members

City Administrator Bill Waller

RE: 2021 – Applefest King Apple Parade

September 19, 2021

The Applefest Board of Directors has requested permission for the Kiddie Parade on September 18<sup>th</sup> and King Apple Parade to be held on September 19, 2021, starting at approximately 1 pm.

The events are being held on the same route as years previous and correspondence is attached.

I would respectfully request the La Crescent City Council grant permission for the event to be held.

Thank you for your consideration.

A handwritten signature in black ink, appearing to read "D. Stavenau", with a long horizontal flourish extending to the right.

Douglas Stavenau

Chief of Police

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**Bridget O'Connell**

P.O. Box 65  
La Crescent MN 55947

June 25, 2021

Dear La Crescent City Council,

Once again we are coming up on another Applefest, and we are requesting permission to hold the annual King Apple Parade on September 19, 2021, also the kiddie parade on Saturday September 18, 2021. Enclosed are the parade routes.

Thank you!

Sincerely,

Bridget O'Connell

2021 Applefest Parade chair





©2007 Google - Map data ©2007 NAVTEQ™





CITY OF LA CRESCENT

Department of Police

Chief Douglas J. Stavenau

#3.10

*La Crescent*

Apple Capital of Minnesota

July 13, 2021

Honorable Mayor and City Council Members

City Administrator Bill Waller

RE: Neighbor's Night Out 2021

August 3, 2021 – Frank J. Kistler Memorial Park

The La Crescent Police Department would like to cordially invite you to the 15<sup>th</sup> Annual Neighbor's Night Out on August 3<sup>rd</sup>, 5pm to 8pm at Kistler Memorial Park. We have invited numerous community groups to showcase La Crescent and the event includes a free brat meal in addition to numerous free family-friendly activities.

Please help us spread the word and celebrate the Community of La Crescent while meeting old friends and making new ones.

Respectfully,

A handwritten signature in black ink, appearing to read "D. Stavenau", written over a horizontal line.

Douglas Stavenau  
Chief of Police

La Crescent

Apple Capital of Minnesota



National

# The La Crescent Police Department Invites You to the 15<sup>th</sup> Annual: **Neighbor's Night Out 2021**

**Tuesday August 3<sup>rd</sup>**

**5:00pm – 8:00pm**

**Frank J. Kistler Memorial Park**



**Gather for fun and celebrate Neighbor's Night Out against crime!**

**Join local public safety officials for snacks, prizes and *great* activities:**

Free swimming at the La Crescent Aquatic Center from 6:30pm – 8:00pm

Informational stations, music and a photo booth

Demonstrations by La Crescent Police and La Crescent Fire Department

Fun demo with the La Crescent – Hokah High School Robotics Team

Bicycle safety checks with the Bike Shoppe



Food,  
Fun &  
Demos

# 3.11



## CITY OF LA CRESCENT

Department of Police

Chief Douglas J. Stavenau



July 14, 2021

**La Crosse Area Convention & Visitors Bureau  
Houston County Commissioner Severson  
Houston County Commissioner Walter  
Houston County Sheriff's Office  
Minnesota Department of Natural Resources  
Army Corps of Engineers  
La Crosse Mayor Reynolds  
La Crosse Park and Recreation Department  
La Crosse Joint Board of Harbor Commissioners  
La Crosse County Sheriff's Office  
Undersigned La Crescent Residents of Letter**

Sir or Madam,

The City of La Crescent has received the attached letter and a preliminary meeting was held with the La Crosse Area Convention & Visitors Bureau reference concerns expressed by residents of the City.

The City of La Crescent would like to invite you or a representative of your office for a public informational meeting to be held on July 27, 2021, at 5:30pm at the La Crescent Community Room located at 336 South 1<sup>st</sup> Street, La Crescent, MN 55947.

We would encourage everyone's participation to provide context of the of the complaint, jurisdictional issues, economic impact and discussion of potential solutions. It is recognized by the City of La Crescent use of the shared waterway is mutually beneficial to all area communities and thoughtful discussion is necessary for cooperative resolution and building "community".

Please review the attached agenda and contact me at the Police Department if you wish to further discuss the purpose and intent of the meeting.

Respectfully,

A handwritten signature in black ink, appearing to be "D. Stavenau".

Douglas Stavenau

Attachments: Shore Acres Letter of Intent / La Crescent Public Meeting Agenda

315 Main Street La Crescent, MN 55947

507.895.4414 lacrescentpolice@cityoflacrescent-mn.gov

**City of La Crescent  
Professional Fishing Tournament  
Agenda  
July 27, 2021  
5:30 P.M.**

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**Introduction – Mayor Mike Poellinger**

- a. Purpose and Intent of meeting

**La Crosse Area Convention & Visitors Bureau**

- a. Presentation – Economic Impact / Regional Tourism

**Panel / Questions and Answers**

Discussion

**Attendant Invitees:**

**City of La Crescent**

**La Crosse Area Convention & Visitors Bureau**

**Houston County Commissioners**

**Houston County Sheriff's Office**

**Minnesota Department of Natural Resources**

**Army Corp of Engineers**

**City of La Crosse – Mayor's Office**

**La Crosse Park and Recreation Department**

**La Crosse Joint Board of Harbor Commissioners**

**La Crosse County Sheriff's Office**

10<sup>th</sup> of June 2021  
P. O. Box # 152  
La Crescent, Mn.  
55947

Mr. Jeremiah Burish  
La Crosse Area Convention & Visitors Bureau  
123 7<sup>th</sup> St.  
La Crosse, WI  
54601

Dear Mr. Burish,

We the undersigned residents, of Shore Acres Rd. in La Crescent on the West Channel, are writing to inform you of our intention to do everything not legally prohibited to protect our docks, shoreline, and the tranquility of our neighborhood during the Bass Tournament scheduled for August 17<sup>th</sup> through the 22<sup>nd</sup>.

For a number of years, we have made numerous appeals to multiple levels of government concerning the bass boat traffic during tournaments. All without relief. We now intend to do something about it ourselves.

We would suggest that you contact the Tackle Warehouse Pro Circuit Title Event organizers and have them advise the participants that planning a route that does not include the West Channel would be in everyone's best interest.

All of this, as well as the potential embarrassment to the community, could be avoided if the Main Channel off of La Crosse could be opened to high speed bass boat traffic during tournament times.

Sincerely,  
( see attached signature sheets)

CC to:  
Sheriff Jeff Wolf  
Chief Shawn Kudron  
Mayor Mitch Reynolds  
Sheriff Mark Inglett  
Chief Doug Stavenau  
Administrator Bill Waller  
Commissioner Dewey Severson  
Commissioner Teresa Walter

8



Signature Page

M. Jay & Patricia Jensen  
102 Shore Acres Rd.

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Sue Howe & James Bloss  
66 Shore Acres Road,

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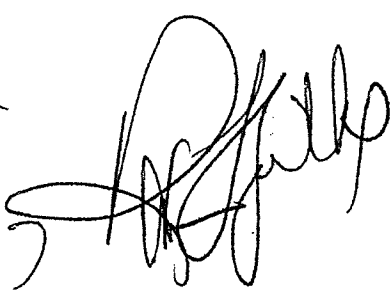
Ed + Corinne Neuman  
88 Shore Acres Rd.

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Jim Redalen & Kathy Redalen  
114 Shore Acres Rd.  
La Crescent, MN. ~~555~~ 55947

---

Ron & Karen Wilke  
110 Shore Acres Rd  
La Crescent MN 55947



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Dennis A Huber  
118 Shore Acres Road  
La Crescent MN

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Shirley A. Huber

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Jim Wilde 202 Shore Acres

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Tom Quippa  
210 Shore Acres  
La Crescent MN 55947

Signature Page

Bob & Jean Wilber  
214 Shore Acres Rd

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Martha Schwan & Bob Robinson  
218 Shore Acres Rd  
La Crescent, mn 55947

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Mike & Tonya McCabe  
222 Shore Acres Rd  
La Crescent, MN 55947

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David + Stephanie Newman  
230 Shore Acres Rd  
La Crescent MN 55947

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DAVE HANIFL  
238 SHORE ACRES RD  
LACRESSENT, MN 55947

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Brian & Lynn Sturm  
232 SHORE ACRES, Rd

LA CRESSENT, MN  
*Brian Sturm*

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Ruby Schatto  
234 Shore Acres  
La Crescent MN 55947

Burt & Paige Pedretti  
226 Shore Acres Road  
La Crescent mn 55947  
*Burt Pedretti*

Signature Page

Gerald + Betty Balchman  
98 Shore Acres Rd  
La Crescent, Minn.

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Gerald Balchman

David + Sara Nash

Sara Nash

106 Shore Acres Rd  
La Crescent, MN



#6.1

TO: Honorable Mayor and City Council Members  
Park and Recreation Commission Members  
FROM: Bill Waller, City Administrator  
DATE: July 21, 2021  
RE: Meeting Minutes  
July 20, 2021

The La Crescent Park and Recreation Commission met at 5:30 p.m., on Tuesday, July 20, 2021, in the City Council Chambers at the La Crescent City Hall. The following members were present: Jon Steffes, Paul McLellan, Sarah Wetterlin, Diana Adamski, and Randy Dobbs. Commission member Eileen Krenz was not in attendance. Also in attendance were Chris Fortsch and Bill Waller.

1. It was the consensus of the Commission to approve the minutes of the May 18, 2021 Park and Recreation Commission meeting as presented.
2. The Commission was informed that the Peacetime Emergency ended in early July, and that Commission members would no longer have the option to attend meetings via telephone or zoom.
3. Jon Steffes provided an update on the 2021 operation of the aquatic center and summer recreation programming.
4. Jon Steffes reviewed a comparison of rates charged at area swimming pools. It was the consensus of the Commission that the City's rates are in line with other facilities, and that there be no changes made to the 2022 fee schedule.
5. Jon Steffes reviewed with the Commission items to be included in the 2022 budget. These include the replacement of the fabric on the umbrellas and a new water heater for the aquatic center.
6. The Commission had a brief discussion on splash pads, and agreed that this is an item that should be considered as part of the process of updating the City's Comprehensive Park and Recreation Plan.
7. The Commission was informed that the proposal from MSA to update the City's Comprehensive Park & Recreation Plan will be presented at the July 26, 2021 City Council meeting. It was agreed that Commission members would begin to develop a list of items that should be considered as part of the process of updating the City's Comprehensive Park & Recreation Plan.
8. The Commission had discussion about the request to install lights at the sand volleyball courts at Old Hickory Park, the recent news story and the establishment of a go-fund me page related to the project. It was the consensus of the Commission that a letter would be drafted and presented to the Commission for their review at the August meeting informing the organizers that the project has not been approved by the City, and that there is no guarantee

that the lights will be installed at the park even if the organizers are successful with their fund-raising activities.

9. Commission member Paul McLellan discussed the maintenance of trails in City parks, and agreed to coordinate with Jed Olson the Executive Director of ORA to attend the August Park & Recreation Commission meeting to discuss trail maintenance alternatives with the City of La Crescent.
10. It was agreed that the next meeting of the Park & Recreation Commission would be Tuesday, August 24, 2021, at 5:30 pm., at City Hall.
11. There being nothing further to discuss the meeting was adjourned at approximately 6:32 pm.